

**Graduate Studies Subcommittee Minutes**  
October 23, 2019

**Present:** A. Avramchuk (Chair); M. Cho (A&L); M. Shaverdi (ECST); K. Bezdecny (NSS); S. Baker (Lib & SA); S. Balan (EPC Liaison); C. Flores (EPC Liaison); K. Brown (Exec Secretary/Recorder), Veronica Ramirez, Recording Secretary

**Absent:** J. Morales-Chicas (Vice Chair); K. Wilson (CCOE)

**Call to Order**

A. Avramchuk called the meeting to order at 12:19 p.m.

**Introductions**

Tabled

**Overview of GSS Subcommittee Charge**

Tabled

**Approval of Agenda**

- GSS reviewed and approved the agenda.  
MSP

**Approval of Minutes**

- The GSS reviewed and approved the minutes 9/11/19. MSP

**Intent to Raise Questions**

M. Cho had the following questions for the committee:

- If a permit is approved for 8 units of independent work? K. Brown shared that yes a permit may be approved.
- If there is a policy on Accumulative GPA vs Program GPA? K. Brown shared that there is no policy at this time and that it is an item on the agenda for GSS to discuss.
- If there is a policy, how many opportunities does a student have to take the comp exam? K. Brown shared that there is no policy at this time and that it is an item on the agenda for GSS to discuss.
- If a student, whom has advanced to candidacy, is eligible to take a leave of absence? K. Brown shared that the student must be registered in classes once they have advanced to candidacy.
- If a student is allowed to dismiss a faculty from the Thesis Committee? K. Brown shared that the student cannot dismiss the faculty.

**Announcements**

K. Brown shared the following:

- Assessment Mini-Grants RFP- proposals are due, Oct 1<sup>st</sup>
  - Graduate Faculty Advisor Workshop held on 9/24/19 – Primary issues discussed include probation vs graduation GPA requirements. UNIV 9000 continuous enrollment, Comp Exam
- A. Avramchuk encouraged the committee to include any agenda items that they would like the committee to discuss. As chair, he wants to make sure that the GSS committee works effectively this academic year.
- C. Flores shared that ASI will be working on Thesis Defense Workshop. He also shared with the committee that no food options are available in Salazar Hall on the weekends for students.

**Curriculum Review**

- K. Brown shared that as of today, there are no Curriculog agenda items. We should be expecting a list by the next meeting. M. Garcia granted access to the Curriculog portal to each member of the GSS committee. K. Brown asked the committee members to please make sure that they are able to access the portal.

### **Old Business:**

- The committee review and approved the Memo to EPC regarding updates on Faculty Handbook veterans. MSP  
A. Avramchuk will forward the approved memo to EPC.
- The committee reviewed the Memo to EPC regarding the Characteristics of Masters Degrees. The committee is still revisiting the memo. K. Brown will send the CIP codes to the committee.
- GA/TA fee waiver: The committee will continue to work together on this issue in AY 2019-2020. A work group has been assigned to develop a proposal, the work group members are K. Bezdecny; S. Balan; and J. Morales-Chicas.

### **New Business:** Agenda items not discussed during this meeting and will remain on agenda for next meeting.

- Repeat Policy for UNIV 9000 project (How often should it be offered? How many times should it be repeated?)
- Continuous enrollment policy for Graduate Students
- Reconcile GPA policy between academic probation and requirements for graduation
- Review Graduate Student Probation and Disqualification Policy
- Review policy related to comprehensive examination as the culminating project (How often should it be offered? How many times should it be repeated?)
- Clarifying policy regarding qualifying courses (How many courses? When should it be completed?)
- Discuss advancement to candidacy policies and procedures (GS-10 Form)
- Graduate Non-Resident Tuition Fee Waiver
- To establish policies and guidelines for the award of graduate scholarship: Graduate Equity Award; Non-Resident Tuition Fee Waiver for Graduate student; Travel Awards; Professional Development Awards  
RSCA Awards

### **Adjournment**

Meeting adjourned at 1:30 p.m.