# MINUTES OF THE GRADUATE COMMITTEE

# CALIFORNIA STATE UNIVERSITY, FRESNO

# 5241 N. Maple, M/S TA 43

# Fresno, California 93740-8027

# Office of the Academic Senate Ext. 8-2743

September 2, 2014

Members Present: M. Wilson (Chair), S. Witte, M. Lopez, A. Nambiar, P. Trueblood, D. Vera, R. Raeisi, S. Tracz

Members Absent:

Guests: None

Chair Wilson called the meeting to order at 2:03 p.m. in TA 117.

Agenda:

1. MSC to approve the minutes of 05/06/14 with minor revisions.
2. MSC to approve the agenda for 09/02/2014 as distributed.
3. Communications and Announcements:
   1. Louise Neal retired effective the end of June. The position remains to be filled.
   2. Tony Diaz, the DGS's recruitment specialist left effective 4 August. His position has been changed to focus on outreach rather than recruitment, shifting resources to support individual programs to do their own recruitment.
   3. The success of the Graduate Writing Studio has necessitated the expansion of its staff. Two part-time instructional support staff members have been hired to work under Chuck Radke's supervision. The new staff will allow for the addition of evening hours to expand current offerings by graduate-student consultants.
   4. This year's Graduate Student Orientation followed a new format, partnering with Student Affairs. DGS concentrated on the orientation itself and made available informational kiosks relevant to graduate students specifically. Dr. Witte would like to debrief on the success of the new format and solicit feedback regarding the new format.

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* 1. Graduate Coordinator Breakfasts have yet to be scheduled. Dr. Witte will make dates and agendas available as soon as possible.

1. Future agenda items

On 9 September, we will re-visit APM 220: Program Review procedures. The first reading of the proposal for a new Online Doctoral Program in Education is scheduled for 16 September. Chair Wilson will (re)send all relevant documents to committee members.

1. Discussion of Graduate Student Success — as part of the university's renewed focus on student success and its initiative to improve retention and completion rates, we have been asked to identify core attributes of graduate student success and currently-existing barriers thereto, as well as suggest ways in which to improve success rates. An initial discussion of attributes of graduate student success and how to measure them followed. Further discussion of the issue will be scheduled for a future meeting.

6. MSC to adjourn at 2:59 p.m.

The next scheduled meeting for the Graduate Committee is Tuesday, September 9, 2014 at 2:00 pm in Thomas 117.

Agenda:

1. Approval of the Minutes of 9/2/14.

2. Approval of the Agenda.

3. Communications and Announcements.

4. Review of latest revisions of APM 220: Program Review Policy