MINUTES OF THE GRADUATE COMMITTEE

CALIFORNIA STATE UNIVERSITY, FRESNO

5241 N. Maple, M/S TA43

Fresno, California 93740-8027

Office of the Academic Senate Ext. 8-2743

Feb 12, 2019

Members Present: M. Wilson (Chair), J. Marshall (ex officio), K. Capehart, P. Mahalik, N. Wang, S. Church, S. Tracz, T. Lopez

Members Excused: D. Walker

2:00 pm Meeting called to order by M. Wilson

1. Approval of Minutes from February 5, 2019, meeting  
2. Approval of Agenda

3. Communications and Announcements

- MFCC and ABA elevations were approved by Senate and moved to President’s desk, awaiting approval

- Feb. 28 is grad coordinator breakfast

4. Recommendation for MSW Program

* M. Wilson began by asking for program strengths
  + S. Tracz: Solid faculty but they need more hires. Do they have searches approved?
  + T. Lopez: Commend them for designing changes and working on outreach, application process, and admissions process. We would like to see results of this, assessment.
  + M. Wilson: Commend them on national accreditation
* M. Wilson: Needs and recommendations
  + M. Wilson: Need more faculty as asst. assoc., and even tenured or full rank
  + T. Lopez: Consider developing more online and/or blended instruction options. Faculty are overloaded, no time to develop online content. Encouraged to take advantage of online training for faculty, both full-time and adjunct.
  + Need increased stability in staff. Would be ideal to increase designation of staff to be more competitive in retaining quality staff.
  + Recommend development community based Advisory Board.
  + Recommend increase in student involvement and efforts to assess student satisfaction.
* M. Wilson: Vote on choices for evaluation:
  + T. Lopez: Move to designate MSW a Program of Quality and Promise
    - So moved and approved.

5. Begin development of questions for the Mechanical Engineering Program Review

* All: Some confusion over what Options and/or Degrees we are actually reviewing. Two different departments, one degree.
  + Team reviewed 3 options and we have two separate self-studies. Some redundancy between them, but some differences.
* M. Wilson: Start with what we’ve got at this point: We will meet again on March 5 to finalize recommendations

**Questions Regarding Students:**

* P. Mahalik: good enrollment and application numbers, especially in ME
* J. Marshall: great at funding and supporting graduate students once they are accepted and admitted. More fully funded graduate students than most
  + Student population is mostly male. How do they address this at graduate level? How do they recruit more women to the graduate degrees?
  + T. Lopez: how do they plan to recruit more domestic students? Will the 4+1 help with this?
    - How do you plan to increase lab space for students? How do you address this while you wait for building to be constructed?
* T. Lopez: what have they done to recruit domestic and Valley students?
* J. Marshall: shift in discipline and job market has made Masters degree more demanding and appealing, thus an increase in numbers of applicants.
* M. Wilson: do programs accommodate working students?
  + N. Wang: classes are mostly during the day, not necessarily catering to full-time working students
* M. Wilson: impressive growth but do they match the graduation rates?
  + P. Mahalik: retention is a problem for them. Students changing from one major to another. What strategies for retention do they have?
* M. Wilson: good, clear, well-written report. Students appear happy with degree program. Need more courses.
* P. Mahalik: Question regarding course ME229, SLO, and assessment. Some discrepancy between SLO’s
* T. Lopez: What is Graduate Education Sponsorship Program?
  + This may be their scholarship fund for students.

**Questions regarding Faculty:**

* S. Tracz: Have hired new faculty recently and offered them $1000 in Professional Development funds. Working to support faculty. Felt their loads were too much but only seems like 5 faculty are teaching full 12 WTU loads.
  + Impressive # of faculty. Doing well in this area. 9 new faculty since 2012-
  + T. Lopez: Lots of external awards, grants, etc. 13. Multiple publications for faculty, engaged with students.
  + M. Wilson: Senior faculty are impressive, active, engaged.
* J. Marshall: Why not more theses instead of projects? Seems like they’re ripe for more graduate student scholarship.
  + Some of this is because of challenges with writing for thesis
  + Also projects can connect them with industry professionals.

**Facilities and Space**:

* J. Marshall: Why is the Jordan Agricultural Center under-utilized? How might they be able to use that facility to increase lab space, opportunities for student research?
* T. Lopez: What is the plan for Engineering East building?

**Curriculum**:

* M. Wilson: Question about cross-listed courses?
* N. Wang: working to find more options for electives for students. Lots of courses are “dead.”
* T. Lopez: Some concern noted by visiting team with regard to rotation of courses. Students end up taking courses in other departments.
* M. Wilson: How to they plan to improve curriculum?

6. 2:57 Motion to adjourn.

The next meeting is planned for Tuesday, March 5, 2019, at 2:00 pm in TA 117.

Agenda:

1. Approval of Minutes from February 12, 2019, meeting  
2. Approval of Agenda

3. Communications and Announcements

4. Continue development of questions for the Mechanicial Engineering Program Review