

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

April 27, 2010

Members Present: T. Skeen (Chair), K. Carey, N. Mahalik,
S. Skelton, M. Stevens, M. Wilson, M. Zoghi.

Members Absent: R. Yazdipour (excused), S. Brown-Welty, (excused).

Visitors: Shigeiko Seki, Todd Wilson.

The meeting was called to order by Chair Skeen at 2:00 p.m. in TA #117.

1. Minutes. MSC to approve the Minutes of 4/20/10.
2. Agenda. MSC to approve the Agenda as distributed.
3. Communications and Announcements.

The Chair announced that on May 6, 2010 there will be a Graduate Research symposium in the Library.

4. Program Review Self-Study - M.S. in Computer Science Program Review – Todd Wilson.

The committee considered the Program Review of the MS in Computer Science. The two visitors mentioned above presented the case. After the presentation the committee discussed what had been presented both orally and in writing.

There were definite areas of praise for the program. The committee was impressed that the Graduate Coordinator was available to students, and that several significant grants had been awarded the department. Projects had been conducted with other departments.

There were several concerns expressed by the committee in discussion. The committee was concerned that the presentation was not broken down into just graduate work, but that the topic was comingled with the Undergraduate Program. There was some discussion about the drop in enrollment from 77 the previous year to 47 this year. One reason for the drop was that many students leave for jobs.

One of the main problems discussed was the lack of faculty and the need for a minimum of 3 new hires as soon as possible. The chair and other members of the committee had a difficult time with the various assessment graphs. There was very little explanation of any individual

assessments. Currently, department faculty are assigned several Projects and Thesis work, and again this demonstrated the need for more faculty. The department is exploring Comp Exams as an alternative.

The admission process was discussed. There is an effort being made to compress prerequisites to help foreign students gain admission.

The Committee **DID NOT** vote to approve, or disapprove the Program Review. However, the Committee decided to make several Recommendations as a guide for re-submission in the fall.

RECOMMENDATIONS

- A. The Committee supports the request to hire 3 new faculty members.
 - B. The Committee recommended that reference to the Undergraduate Program should be deleted. For reasons of clarity and concision, the MS program review should be a stand-alone report.
 - C. The Committee recommended that there be a focus on assessment techniques such as exit surveys and embedded questions. The information should be used to recruit and retain students.
 - D. The Committee recommended the creation of an external Advisory Council. This Council should meet at least twice a year.
 - E. The Committee recommended that more specific information on Grants be included.
 - F. The Committee recommended that the department document how the major field test given at the beginning of Graduate Courses is being used to measure the outcomes of the Graduate Program.
 - G. The Committee recommended that the department develop a Rubric for evaluating projects and Thesis.
5. Election of Chair for 2010-2011.

Marilyn Wilson was elected as Chair of the Committee.

MSC to adjourn at 3:20 p.m.

The next scheduled meeting of the Graduate Committee will be in the Fall Semester.

Agenda

- 1. Approval of the Minutes of 4/27/10.
- 2. Approval of the Agenda.
- 3. Communications and Announcements.