

Minutes
Graduate Committee Meeting
Kremen School of Education and Human Development
Oct. 17, 2013

Members present- S. Tracz, M. Giovannetti, S. Lam, A. Carlin, E. Jamgochian, J. Pitt, S. Lee, S. Macy, W. Ullrich
Members absent- T. Huerta, S. Hart, L. Hauser
Guests-M. Varela, A. Lepp (Student Rep), K. Yunn, J. Marshall
Ex-Officio member- M. Elrod

1. Approval of Agenda-Approved
2. Approval of Minutes-Approved
3. Announcements – Graduate Studies Financial Opportunities
More on facilitators-S. Lam, I. Hernandez, M. Raheem, S. Tracz.
Graduate Student Research & Creative Activities Support Awards, Due 10-18-13
Next DGS breakfast – [Wed., Nov. 20](#), 7:30-9:00 a.m. in the Vintage Room.
4. Multilingual and Multicultural Education Option Full Approval- Teresa Huerta- Still waiting on a program code but all has been approved.
5. 10:15 Advancement to Candidacy Q and A- Marcee Varela-

General Info- The advancement is a way to secure the program of study.

- Students should access the most recent advancement with the current catalog year. If a student needs to fill one out in prior years due to changes in program, that is fine.
- There are 2 pages of instructions for the students.
- Processing time is 6-8 weeks from the time it leaves Maria's office.
- Students are sent emails with all the graduation requirements if their advancement is approved and sent a copy of the approved advancement.
- Advancements that were denied do not affect the culmination experience unless the program requires and approved advancement. However, they need to have one pending.
- DGS will accept advancements after the posted deadline.

Transfer or Substitution Coursework- Handouts given to committee that are used by DGS.

- 5 yr. time limit on transfer coursework, they cannot be validated.
- Resident unit (Stateside) limit is governed by Title 5.
- GWR substitutions are not allowed.
- Cannot split transfer units. As they are posted on the transcript is how they are counted.

6. 11:00 Catalog – Jim Marshall-Second meeting will be set up in a lab to go over what is needed to get the catalog information fixed and gather information to approach the offices that can help.
7. Reinstating the 30 unit MA in Education option, Counseling and Student Services – Sarah Lam- The justification for reactivation of this degree is to provide graduate students abroad with an option to gain knowledge and experience in counseling in the American setting and to provide counseling training for students who pursue careers that require counseling knowledge but not career paths for professional counselors.
8. Constitution changes to allow Facilitators to vote – Susan Tracz- Changes to the constitution were approved to allow Facilitators to vote.
9. Online admissions process – Maria Elrod-Tabled
10. Adjournment