# 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 22, 2014

Members Present: M. Wilson (Chair), S. Witte, P. Trueblood, A. Nambiar, T. Wein, M. Lopez, D. Vera

Members Absent: C. Fry Bohlin (excused), Houa Vang (Grad Student)

Guests: N/A

The meeting was called to order by Chair Wilson at 2:03 p.m. in Thomas #117.

1. Minutes. MSC to approve with minor edits the minutes of 3/25/2014.
2. Agenda. MSC to approve the Agenda as distributed.
3. Communications and Announcements.

a. The request from M.A. in Art to utilize criteria other than the GRE for applicants was approved and notice sent via email.

b. Appointments to the Graduate Curriculum Subcommittee: member from the Craig School of Business still needed. D. Vera to coordinate nomination.

c. Election of new and returning members to the UGC was held. P. Trueblood was re-elected representing the College of Health & Human Services; R. Raesi will return as representative for the Lyles College of Engineering; Susan Tracz will be the new representative for the Kremen School of Education and Human Development; a new representative for the College of Arts and Humanities is still needed.

d. Graduate Coordinators breakfast will be held on 4/23/2014. Four core topics are in the agenda:

1. The office for International Students Services and Programs will offer an update regarding the International Students survey;
2. The Division of Global and Continuing Education will discuss self-supporting graduate programs;
3. Career services will introduce its counselor for graduate students and discuss services offered;
4. The Division of Graduate Studies will discuss the upcoming submission of a Title V Part B application.

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1. Graduate Awards Subcommittee
	1. Dean Witte reminded members of the Graduate Awards Subcommittee’s duties in reviewing applications and making award recommendations for the Graduate Student Research Merit Awards, among others.
	2. Representatives are needed from the Colleges of Arts and Humanities, Engineering, and Social Sciences, from the Craig School of Business, and from the Kremen School of Education and Human Development.
2. Discussion on zero-unit policy and alternatives for students
	1. Dean Witte summarized current practice regarding the university’s continuation, zero-unit policy. Currently, students who have completed all coursework but fail to meet the thesis submission deadline must register the next semester for 299C (for zero units). Registration must be stateside and incurs the full cost for 0-6 units. This policy has been complicated in the last year in relation to summer graduation, as the university’s new budget allocation formula does not include summer FTEs. Based on this, deans have decided not to offer continuation courses in the summer. Students who do not meet the Spring submission deadline, even if theoretically able to finish in the summer, must therefore wait until the Fall to graduate, a hardship particularly felt by students whose offer of employment or professional accreditation depends on having their degree “in hand” by the Fall.
	2. After discussing the issue with relevant parties (including the college deans), Dean Witte has implemented two changes:
		1. Effective Fall 2014, thesis submission deadlines for Fall and Spring will be postponed, allowing three additional weeks for thesis completion (exact dates to be announced at tomorrow’s coordinators’ breakfast);
		2. Also effective Fall 2014 (with several exceptions to be granted for this Spring), students who cannot meet the Spring submission deadline will be given the opportunity to submit by a priority summer deadline, to be scheduled for early May (exact dates also to be announced at tomorrow’s coordinators’ breakfast). If the student completes all thesis work, submits the thesis by the priority deadline, and submits a completed clearance form by the end of the Spring semester, the student will be able to apply to graduate in the summer without need to register for continuation units and, therefore, without incurring stateside fees.
	3. No changes can currently be made to the suspension of summer continuation courses without faculty initiative at the Senate level. Students who fail to meet the summer priority deadline will have to submit their thesis and graduate the

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* 1. following Fall semester.
1. MSC: to adjourn at 2:53 p.m.

The next scheduled meeting of the Graduate Committee is Tuesday, May 6, 2014 at 2:00 p.m. in Thomas 117.

Agenda:

1. Approval of the minutes of 04/22/14
2. Approval of the agenda for 05/06/14
3. Communications and Announcements
4. Patrick Newel from the Library – proposed topics course: Graduate Level Library Research as a topics course for fall 2014. Time certain: 2:15
5. Committee appointments:
	1. Graduate Awards Committee:
6. Old business / new business for next year
7. Election of UGC chair for 2014-2015