

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

March 08, 2011

Members Present: M. Wilson (Chair), S. Brown-Welty, N. P Mahalik, R. Raeisi,  
S. Skelton, M. Stevens, T. Wein, R. Yazdipour

Members Absent: K. Carey

Visitors: None

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

1. Minutes. MSC to approve the Minutes of 2/15/2011 as submitted.
2. Agenda. MSC to approve the Agenda as distributed.
3. Communications and Announcements.
  - A. Chair Wilson distributed the Program Review document for the MA in Teaching Online Program for review at a future meeting.
  - B. Chair Wilson distributed the program proposal for the Advanced Certificate Program in Geographic Information System to be discussed at a future meeting.
  - C. Member Brown-Welty reported that both the Masters Degree in Reading Online and the Off Campus Masters in Educational Leadership and Administration were both approved by the Academic Senate on Monday, March 7, 2011.
4. Revised Course Validations Guidelines.

The committee discussed and proposed some edits to the Guidelines for the Completion of the Validation Form. There were no edits recommended to the Course Validation Form presented by Chair Wilson.

MSC: Approve the edited version of the Guidelines for the Completion of the Validation Form and the Course Validation Form.

5. Computer Science SOAP Review.
  - A. The committee reviewed the new SOAP that was submitted by the Computer Science Department and noted that the SOAP was a viable and functional plan and that the department was to be

commended for the design of the plan. The committee did make the following recommendations for edits to the plan:

- i. Include a table that shows what activities will be undertaken in which years.
- ii. Page 1, under Mission Statement: consider changing the word “contemporary” to “global”.
- iii. Page 3, Section VI. Method IV.B.1. Change the sentence to say” “Will be sent out and summarized in academic year 2012-2013.”
- iv. Page 3, Section VII. Change the sentence to read: “Evaluation and curriculum adjustment will be ongoing.”
- v. Page 4, Programming first box: change the word “solution” to “solutions”.
- vi. Page 4, Programming under Correctness, first box: change the word “execute” to “executes”.
- vii. Page 6, Oral Presentation, Technical Content, first box, change “Description of” to “Describes” (parallel structure).
- viii. Page 7, First box, change the sentence to read: “Explains experimental results/case studies correctly and concisely.”
- ix. Page 8, Team Work, Collaboration, fifth box, change the word “finish” to “finished”.
- x. Page 9, Technical Writing, Organization, fifth box, change the sentence to read, “Conclusions reflect the motivations, approaches and contributions.”
- xi. Page 9, Technical Writing, Presentation, fifth box, delete “if any” and end the sentence after the word “format”.

MSC to adjourn at 2:45 p.m.

The next scheduled meeting of the Graduate Committee is Tuesday, March 1, 2011 at 2:00 p.m. in the TA 117. No meeting on 02/22/2011.

#### Agenda

1. Approval of the Minutes of 3/8/11.
2. Approval of the Agenda.
3. Communications and Announcements.
4. Program Review: MA in Teaching Online Program. Time Certain: 2:20pm.