

MINUTES OF THE GRADUATE COMMITTEE
CALIFORNIA STATE UNIVERSITY, FRESNO
5200 N. Barton Ave. M/S ML 34
Fresno, California 93740-8014
Office of the Academic Senate Ext. 8-2743

September 8, 2020

Members Present: M. López (Chair), J. Marshall, K. Capehart, A. Hoskins, D. Lent, B. Sethuramasamyraja, Reva Sias, D. Walker, Theresa Taliaferro (observer)

Members Excused: N/A

Guests: N/A

Chair López called the meeting to order at 2:02 p.m. via Zoom.

I. Minutes: MSC to approve the minutes from 8/25/2020

II. Agenda: MSC to approve the agenda

III. Announcements:

- Dean Marshall announced a significant change in the program review process for Externally Accredited Programs. To lessen the workload for both program faculty and committee members, these programs will no longer need to submit an Abbreviated Program Review. Rather, programs will only submit the following documents:
 - ✓ Letter of Accreditation
 - ✓ Revised and up to date SOAP to be posted on OIE website
 - ✓ Report summarizing progress made and statistics associated with enrollment and achievement gap closures.

Program Review Officers will confirm receipt and review the documents; the UGC will no longer review these nationally accredited programs.

Chair López asked who will assure CSU and campus policies are being met, noting that not every program may meet requirements internal to the CSU system. Dean Marshall responded that those three documents should suffice to make clear whether programs meet those expectations. Moreover, most of the standards required by the accreditation organizations match the standards set by the university.

- Dean Marshall remind the committee that the CR/NC option for Spring 2020 courses has been extended into Fall 2020 in response to the ongoing turn to digital teaching due to COVID-19.

IV. Preliminary Program Review Discussion: Industrial Technology

Members discussed the program's Self Study, Visiting Team Review, Department Response, and additional documents (requested by UGC and submitted this month). Based on the extensive materials presented, especially the department chair's response to the visiting team's concerns, the committee identified the following as questions to ask program representatives in their visit to the committee:

- Enrollment / graduate student recruitment:
 - ✓ Program faces a downward trend in enrollment, including a significant gap between accepted and enrolled students. What is the cause?
 - ✓ As the largest number of students in the program are International Students, might local recruitment help increase / maintain program size?
 - ✓ Does program target current undergraduates within own department? How so?
 - ✓ There also is a noted gender gap in enrollment (even granting that the gap was even greater in previous review cycles). Is this a larger trend? What, if anything, is the program doing to attract more women?

- Faculty
 - ✓ While continued sustained enrollment is important, faculty density must also be considered. Does the program have enough faculty? How is faculty workload?
 - ✓ The review report noted that two new searches were approved. Are those still going forward?

- Curriculum:
 - ✓ The program's new Strategic Plan outlines desired curricular changes to better align with accrediting body.
 - Please comment on possible plan for three certificates leading to a master's degree. What does this entail?
 - How do these changes fit with current students' completion plans?
 - ✓ We noted that the number of electives seems to outsize the number of students available to fill the elective classes. Please comment.
 - ✓ Visiting Team suggested, as per students' comments, courses in business / entrepreneurship. Any plans to accommodate?
 - ✓ Updated assessment data makes it clear that students are not quite meeting communication and professionalism bar. Should a methods course be developed to include such training (especially in view of the lengthy adjustment time for International students)?

- Online version of program
 - ✓ Noted in review documents as a possibility, especially since many of the current courses offered online. Please comment.

- Funding:
 - ✓ Site visitors noted the need for sustained funding, especially long-term commitment from college.
 - Faculty
 - Lab technician
 - Student support

V. MSC to adjourn at 2:58 p.m.

The next scheduled meeting of the University Graduate Committee is TBA.

Agenda:

- I. Approval of minutes for 9/8/2020
- II. Approval of agenda
- III. Updates / Announcements
- IV. Extension of approval for use of Duolingo in lieu of TOEFL
- V. Program Review: IT Visit (time certain 2:15 pm)