

## Graduate Coordinator Meeting Minutes

Thursday, January 19, 2017  
12:30pm to 2:30pm  
Panorama Room

### Present:

Geraldine Fike, Dawn Blue, Lorraine Hedtke, Toni Ditty, Hang Pei, Paul Chris Okpala, Joan Fryxell, John Clapper, Cherstin Lyon, Susan Jindra, Lasisi Ajayi, Michael Lewin, Jesus Jerez-Gomez, Corey Dunn, Monideepa Becerra, Xinying Yin, Ahlam Muhtaseb, Eun-Ok Baek.

### Agenda Items:

#### 1. Graduate Council Updates (Dr. Lynne Diaz-Rico)

Q2S – Graduate Council is discussing the number of normative units for graduate programs. The recommendation is leaning towards graduate programs having a mixed model. The minimum units for financial aid, weighted units and K factors are currently undetermined.

#### 2. Graduate Studies Application, Admission and Enrollment

A chart with the application, admission, and enrollment data from AY 2015-2016 and AY 2016-2017 was presented and compared.

Dr. Beer presented a summary of the Graduate Studies recruitment activities over the past couple months.

There was an open discussion on whether the coordinators preferred a centralized program marketing strategy, centered around Graduate Studies, or if a program initiated strategy would work best. The majority of coordinators agreed that a mix model might be best and inquired about additional funding opportunities for programs. The suggestion was also made for Graduate Studies to broaden its recruitment efforts to public schools outside the CSU and UC system and private colleges. This topic will continue to be examined at future meetings.

#### 3. Graduate Equity Fellowship Grant

Proposed changes to the Graduate Equity Fellowship for the 2017-2018 academic year were presented. The first option included awarding each of the colleges 4 awards at \$2,000 each. The second option included awarding each of the active

graduate programs a \$1,200 award. Graduate Studies will continue to solicit feedback from the coordinators regarding changes to the fellowship grant.

Dr. Beer also proposed ~~collecting a list of each programs students that meet the requirement for financial need and including it with the list of eligible students for the fellowship grant.~~

to see if it is possible to collect a list of students

#### 4. Degree Program Structure

Graduate Coordinators received handouts with the proposed degree program structure under a semester system.

meeting FA FSA require- ment per program

#### 5. Q2S Curriculum Guide

Item was skipped due to time constraints. Graduate Coordinators were provided copies of the current progress on the Curriculum Development Guide, which is still in development.

Majority agreed that this false

the proposed structure will be suitable for their programs

#### 6. Strategic Analysis

Graduate Coordinators were provided a handout with the most recent updates as of January 5, 2017. The final copy of the Graduate Studies strategic analysis is due to the Chancellor's Office in June 2017.

Graduate Studies is going to schedule a meeting with the program coordinators to present all the work that has been done on the strategic analysis. A faculty survey is also scheduled to be released in February.

#### 7. Probation and Dismissals

Graduate Coordinators received copies of updated probation/dismissals processes and timelines.

#### 8. Program Core units (EO 1071)

Dr. Beer reviewed the Chancellor's Office Executive Order 1071 regarding subprograms requirement to have less than half the discipline-related credits in degree major programs (copy provided in handout). In regards to CSUSB, "subprograms" were also defined as "concentrations".

## 9. Graduate Programs Culminating Experiences

Item was skipped due to time constraints. Graduate Coordinators received a table listing all the graduate programs culminating experiences as stated in the campus bulletin.

## 10. Dean's Graduate Advisor Board

Dr. Beer presented the idea of a separate Dean's Graduate Advisor Board. The consensus among the coordinators was that the Graduate Council was more than adequate to represent graduate programs and that perhaps the Graduate Council could be expanded to include community leaders.

## 11. Announcements

- a. Grants, Loans, and Fellowships
- b. Graduate Coordinator Corner
- c. WRGC Update

01-23