



Graduate Studies Advisory Committee (GSAC)

MINUTES

Thursday, October 16, 2025

10:30am-12:00PM

<https://csulb.zoom.us/j/88252984023>

Attendees: Babette Benken, Alejandra Priede...

10:30-10:31: Call Meeting to Order – Sara Nourazari

10:32-10:33: Introductions New Members

- Fahim Shaikh (Grad student representative)
- Dr. Joon Lee rejoining GSAC representing CNSM

10:34-10:36: Review and Approve Agenda

- Approved

10:37-10:40: Review and Approve [September Meeting Minutes](#)

- Approved with amendments
 - Correct the spelling of Emeritus to Emeritx
- An ask to include the attendees at the GSAC meeting

10:41-10:50: Academic Senate Updates – Neil Hultgren (Chair, Academic Senate)

- Class deadline passed which will go into effect in Fall 2026
- Still at work on the GVAR policy and working on the emeritus
- Passed resolution about the time, place and manner policy and the addendum associated
- There will be a Senate Retreat Thursday, October 20th at 2pm at the Alumni Center
 - **Topic:** AI and learning (e.g., the type of policies that need to be in place)
 - Faculty and staff are welcomed; it is open to the campus community
 - Link for the RSVP was shared during the chat.
 - Question to Neil: Are the speakers from the CSULB community or external?
 - Ans: Planning for speakers from the CSULB community, names have not yet been confirmed
- Dean of Graduate Studies search committee update
 - The deadline was extended to noon as there were not enough volunteers for the search committee
 - Slated for October 23rd: Nominees to be voted in at Senate

10:51-11:00: Updates from Grad Studies - Dina Perrone (Interim Dean, Graduate Studies)

- [Statistics Consultant Support](#)
 - Launching this 25-26 AY, in collaboration with MS in Applied Statistics
 - Providing statistical consultations for graduate students in their projects, theses, and dissertations through two Applied Statistics, MS interns
 - The process includes students initiating the request via Docusign, and the workflow includes the chair of the thesis or dissertation committee to be aware

of the request and support that is being asked. This is to create transparency among all parties.

- Wellness Intern Support
 - The collaboration with the Beach Wellness Center with Graduate Studies has been 3 years.
 - This AY's intern is Luis Espitia
- Dina is working with ALI and CIE to create an MOU that would formalize the partnerships within colleges. The draft will be shared with deans to have their input before the implementation of the program.
- 20 Beach EDGE programs (4+1 program) with 11 are in the pipeline
 - Currently, 39 students enrolled (9 grads and 30 undergrads)
 - There are two parts of the EDGE programs to be mindful of:
 - Once you have admitted to the EDGE program, they complete an agreement form of the expectations of the program
 - Then it is up to the advisor to actually admit them through ARS for the specific 3 or 4 courses that would double count.
 - Question
 - Sarah: Does the change need to happen at the ARS level or is there a specific area?
 - Ans: It needs to be clarified which specific courses out of the list of electives available that can be double counted for the student, which can be outlined during the agreement period. If it is not indicated, then the planner for the student does not get built out.
- DataCon LA is at Long Beach in November
 - Invitation to table at the event (data-type programs) and it is free to table as CSULB is sponsoring the event
- Received recommendations provided by BMAC for graduate students that don't seem to apply.
 - Dina will meet with BMAC to discuss the parameters that best support graduate students in alignment with the expectations for the program and accrediting body.
 - Babette: Praise report - BMAC has provided the accommodation by coming in on Saturdays and providing their space for a quiet area for students taking their comprehensive exams
 - Marissa: Have had communication with BMAC about the accommodation, however there are several accommodations that may not be best fit with timeline expectations

11:01-11:11: Graduate Student Pulse (Fahim Maksud and TBD)

- Received feedback from students:
 - Connecting with professors
 - Making friends and socializing
 - Ongoing constructions and the food options on campus
 - Graduate students have a hard time accessing the Beach Pantry due to their hours as well.
 - Week of Welcome, Rec Center and students finding resources on campus
 - Parking; difficulty finding parking.
 - Comments from group:

- Dina affirming the challenges that students are facing and that conversations are being held with the Deans
- Neil noticed that there are limited food options for the students that have evening classes; that there are only vending machines;
 - Marissa shared that there is a food convenience store open near SSPA in the evenings.
 - Dina shares that Tiffanie Graves has provided the heat maps to Beach Shops to show when the students are on campus. Will continue to bring to their attention,

11:12-11:30: New Enrollment Services Communications (Meghan Griffith-Piña)

- Lisa Fascia shares previously enrollment services for the graduate level have been manual (e.g., degree audits and communications).
 - Now automation has the support to be able to pull data from degree audit, the ARR so that the student's graduation status gets automatically updated (happens over the weekend). As a result, on Mondays grad advisors can run their CSLink reports and can see the students on track and which students are not.
 - Additionally, communication can be made with students that they are in the correct status and email students from Enrollment Services and letting them know they have received graduation application for the term and their initial review.
 - Includes batch position and batching degrees
- There will be drafting a baseline communication and sharing it with Dina; open to have the group view. Hoping to be able to have something in place by December and looking at the Fall registration cycle.
- Babette: Now students can advance and graduate in the same semester, so they be mindful to review the reports needed in CSLink; so, this alert will support to be able to view these things about students.
- Megan: Is the batch awarding an auto-post or is there a timeline as to when?
 - Ans: Auto-post is not as smooth for the graduate side due to the culminating activities coming in at different times. It has been run for the Summer as the first term; planning to run 2-3 weeks after grading and then running a few more batches after that to continue catching the students with updated statuses.

11:31-11:40: Beach EDGE Policies Subcommittee Updates

- Created a Teams space for the subcommittee to communicate and to share documents there
 - For those a part of the committee will see a private channel labeled "Beach EDGE Policy" under the GSAC Teams Group.
- Goal is to get the policy finalized by March 27th
- Next step is to elect a chair for the subcommittee.
- Sarah: Suggestion to send an email to the subcommittee team to be able to identify each person involved in the process and begin the communication channel.
 - Sara will be sending out an email for everyone to connect with.

11:41-11:53: Discussion Topic 1: AI Use in Classroom

- Classroom Practice
- Academic Integrity & Assessment
- Policy Frameworks
- Equity Considerations
- Comments, questions, or thoughts:

- Kerop: For COE has reached out to ATS. They will be doing sessions introducing AI tools and how to utilize them. Opening up for staff as well. Scheduling for what AI can be due to help with some of the misunderstandings of how AI is integrated in the classroom.
 - I had mentioned this at a meeting last year, but many of the major journal publishers have developed policies that are important to consider. Here's one example: https://www.elsevier.com/about/policies-and-standards/generative-ai-policies-for-journals?utm_source=chatgpt.com
 - It was generated by ChatGPT itself
 - People using AI to review proposals, review thesis, etc. Thinking of guidelines regarding that as well.
- Marissa: CHHS council has discussions about an AI policy statement to see if there is an opportunity to have their own due to their content-specific approach. Invited their college AI-point person to their November meeting to look at the policy statement that the Office of Graduate Studies put out. To see if using it as is or as a complement to the department-specific policy regarding it. Their point of person was in alignment with what was put out by Grad Studies.
 - Sara shared that CHHS is creating an AI task force and are currently collecting applications and there will be a voting process with the Faculty Council to select committee. AI is a big concern
- Yu: To have instructions or practices to be able to best support and direct students on how to utilize AI for their work and the parameters; at times it can be difficult to be able to determine what would be best practice.
- Babette: “CNSM is also discussing but are not yet at the point of drafting anything at the college level. I think our focus will be on “good” and “inappropriate” examples of how to use AI”
- Neil: Clarification is that what was put out by Grad Studies was not policy but rather guidelines. The Senate is currently working on drafting a syllabus statement for faculty to use. The retreat happening October is a great platform for campus community to highlight their concerns, suggestions, and how to move forward with creating AI policies
 - Re-certify GE courses using an AI chat bot controversy
 - Steering Committee: <https://www.csulb.edu/information-technology/ai-technology/ai-steering-committee>
 - Academic AI Subcommittee: <https://www.csulb.edu/information-technology/ai-technology/academic-ai-subcommittee>
 - Here is the link to the syllabus statement on AI: <https://www.csulb.edu/sites/default/files/2023/documents/Optional%20Syllabus%20Statements%20for%20the%20Use%20of%20AI%20Tools.pdf>
- Cecilia: [Graduate Studies Generative AI Guidelines | California State University Long Beach](#)
 - Attends various AI conferences; will be attending the Western Graduate Studies Conference to view the presentations on AI and will be willing to share key learnings
- Rebecca: Asking who is pulling together the AI task force? There should be a subcommittee that focuses on theses and dissertations. More support for guidelines.
- Sarah: Suggestion to have the Grad Center Summit on AI in the Spring

- Dina: Potentially inviting someone in the AI task force to be able to invite them to GSAC to share concerns and providing insight on the graduate level side of things regarding AI
 - Shared that the Dissertation office
- Sara: Based on the agreement between CSULB and Microsoft is that Copilot cannot be used to assess student work.
 - <https://csulb.teamdynamix.com/TDClient/1993/Portal/KB/ArticleDet?ID=14999>
1 2nd point on the list of "Key Considerations and Limitations"

11:54-11:57: What's Happening at the Graduate Center: Jackie Morales and Ammisha Opoku-Boamah (Graduate Center Coordinators)

- <https://www.csulb.edu/graduate-center/workshops-events>
- Highlighted two specific events Grad Student Mix & Mingle and the Graduate Writing Retreat

11:58: Good of the Order?

- No additions.

12:00: Adjournment

Next GSAC meeting: November 20, 2025