



CALIFORNIA STATE UNIVERSITY, LONG BEACH
Graduate Studies Advisory Committee (GSAC)

Minutes

Meeting #3 11:00-12:30PM
Thursday, November 18, 2021

1. Call Meeting to Order – Chair, Dina Perrone, 11:02
2. Review and Approve Agenda, M/S/P
3. Review and Approve [Minutes](#), M/S/P
4. Identify secretary/historian: Virginia Gray
5. Announcements
 - a. Grad Assoc Dean Position beginning to look at applications 11/19.
 - b. Sally Casanova Pre-Doctoral Scholars program, due Jan 27. \$3000 scholarship and funded summer internship at a research institution (\$8k last summer). Application opens first week of December. LOR from faculty mentor. We have 15 scholars on our campus this year, largest number in CSUs.
 - c. CDIP: For faculty who have students who they have mentored who are now in PhD program, provides loans for 3 years of doctoral study which are forgiven if hired as a faculty member at a CSU. Focused on CSU model and prepares our future workforce. We have 10 CDIP fellows this year at CSULB. Application due Feb 1st.
 - d. Admissions via OnBase, waitlists, and alternative programs:
 - OnBase workflow is for Fall 22 admissions, not Spring. Only accessed by advisors once applications are in Department Review. If advisors want to review docs before Dept Review, use prior View Docs procedure.
 - Waitlists: Students on a waitlist are no longer eligible for second choice program. Faculty who put students on waitlists need to keep this in mind. Consider prioritizing students who didn't select an alternate program for waitlists.
 - e. Updates from Admissions, Andrew Wright: Applications are low at this point in comparison to prior years. Believes this is due to Quadrant 4 (additional documents). We have 1400 applications currently (60% of those are ready for department review); 11,000 is typical once applications close. Very few students are selecting a second option.

6. Beach Mentor Program for Grad Advisors
 - a. Jody, Brian, and Dina met with Beach Mentor: Training for faculty advisors, was in BUILD previously. Grad Studies is thinking about offering this program. Could help decentralize culture of grad advising and provide avenues to learn from each other.
 - b. Jyotsna: COE has grad advisor meetings at which challenges are shared.
 - c. Laura: It would be nice to have a chance to learn from grad advisors across campus.
 - d. Ask advisors in your programs if they're interested in participating.

7. [PS 14-01 Requirements for Master's Degrees](#)
 - a. See: [Draft Policy on Master's Degrees](#)
 - b. Questions for Jody
 - i. What is a graduate degree? Double numbered courses may not provide a graduate experience. Even with additional assignments, it may not change the way the course is taught. Consider adding language to indicate standards for additional assignments or requirements.
 - ii. Suzanne Wechsler: Once we craft that language, where would it go?
 - iii. Jody: May not have to go in policy. Could be a procedure or guideline document: Best Practices for Double Numbered courses.
 - iv. Cory Wright: Could be used in PARC reviews.
 - v. Jyotsna: Different SCOs for undergrad vs. grad courses?
 - vi. Jody: Course sessions and assignments don't seem to integrate higher level thinking and work; paper seems to be an add on.
 - vii. Pei Fung: What are other CSUs doing?
 - viii. Jody: Chancellors office guidance is not specific to how double numbered courses are handled. Other campuses may. We could ask.
 - ix. Cory: Some departments are boxed in by college rules around section allocation and tenure density (making it difficult to offer both levels).
 - x. Jody: Recognizes benefits of having both levels in one class. Seeking quality control. Additional depth doesn't come from assignment an additional term paper. Any exceptions for more than 50% of courses at undergrad level will have to be really extraordinary.
 - c. 2.5: Removed phrase "upper division" and left indication that coursework must be in 400, 500, and 600 level courses.
 - i. Kevin: Gave example of biology students needing a course in Psychology which is listed at 300 level.
 - ii. Jody: Sees this in the arts, math. These requests seem reasonable. Few exceptions are being requested. Seems to be working on an exception level.
 - iii. Kevin: Include language for exception?
 - iv. Cory: Add a limit for exceptions?
 - v. Laura: Leaving the decision at college-level may better meet needs.
 - vi. Dina: Other statements don't indicate that exceptions can be sought, yet they are.

d. Updates from Appeals Subcommittee

- i. Appeals committee adjusted language in 1.5:
 - Indicated department has final say in decisions (1.1).
 - Clarified technical errors are the primary reason for a student to submit an appeal.
 - Aligned with workflow already in place in Enrollment Services.
 - Included phrasing to differentiate between applicants meeting CSU minimum requirements vs applicants not meeting CSU minimum requirements (e.g., GPA just below requirement).
 - Reverted to 15 days for submitting an appeal (per Title 5).
 - Cory: Asked about 1.5.6 (residency appeal).
 - Removed end of phrase indicating residency appeals cannot be submitted as a part of this process.

e. Create subcommittees?

- i. Grad studies receives about 125 exceptions to 5.2.B (timing of advancement).
- ii. Some CLA programs do not advance until final month of third semester. Practices vary. Discussed possibility of removing A and B.
- iii. Will revisit next time, alongside policy on transfer credit.

8. Meeting was adjourned at 12:30pm.

Next GSAC meeting: Thursday, December 16, 2021, 11-12:30pm