



**CALIFORNIA STATE UNIVERSITY, LONG BEACH**

Graduate Studies Advisory Committee (GSAC)

**MINUTES**

**Meeting #3 11:00-12:30PM**

**Thursday, January 21, 2021**

11:03: Called Meeting to Order – Chair, Dina Perrone

11:03-11:04: Introduction of New Members: Praveen Shankar (COE; Acad Senate designee)

11:04: [Minutes](#) approved (12/17/20)

11:06: Approved amended agenda (Jody added grad advisor discussion)

11:06-11:08: Grad Advisor Item: Asked committee if grad advisors wanted to approve Request to Change Graduation Date moving forward; consensus was no and to leave it with no grad advisor approval needed

11:08-12:30: Discussed [Master's Programs Culminating Activity Policy Draft](#) ; subcommittee presented a new draft that includes their work on thesis and gave a brief overview of what was changed/modified

One item of discussion: "B or better" for culminating activity registrations that are letter graded—it was decided to remove that sentence, since not all colleges interpret the grade in such a registration the same way (quality of final product versus progress toward completing culminating activity).

2<sup>nd</sup> item of discussion: resources provided for thesis—modified item "A" under Chair of thesis committee to highlight that it is up to Chair to make sure students understand what can be provided in terms of materials/resources

3<sup>rd</sup> item of discussion: thesis committee membership & approval of membership—was decided that at least one member must be from dept and at least two must be tenured/tenure line; a "designated body" will approve (varies across university, so left broad)

4<sup>th</sup> item of discussion: responsibility for meeting formatting guidelines—is under Chair, part E...Chair should check that the student has addressed guidelines needed at academic unit/university level(s)

5<sup>th</sup> item of discussion: part "H" under Chair duties—keeping as same, and although Chairs enter grade when thesis submitted to library, now grades are held until thesis is cleared

12:30: Adjournment

**Next GSAC meeting: Thursday, February 18, 2021, 11-12:30pm**