

Meeting Date	November 4, 2013	Time	3:00 – 4:30 p.m.
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	Agenda Topic	Materials to Review/Background info	Action Planned
1	Approval of Notes		Approval of notes from 10/7/13 meeting.
2	Nolij update – Steve Ladwig &/or Cynthia Werner – Graduate Studies		NOLIJ update
3	Time Certain: 3:15 pm Megan Mefford/Advisor International Programs		Introduce Megan; provide information and answer questions regarding International Programs for grad students.
4	Graduate Program Fair update -		Debrief - Graduate Program Fair held on 10/23. Discuss possible ways to proceed if we hold another fair.
5	Proposed changes to title 5 regulations on graduate degree programs	Draft revisions – Feedback information Attached	Discuss; provide feedback to share with other grad deans & the CO
6	Limits on Graduate Tuition Waivers		Continue discussion regarding restricting the number of semesters students may receive GATA waivers
7	Graduate Program web page consistency.		Discuss consistency among Graduate Programs websites for Humboldt State University.
8	<p>News & Announcements: Trione Graduate Scholarship Faculty Honoree application deadline 5 pm November 8.</p> <p>Fall 2013 Graduation Deadlines: Monday, December 2, Deadline for required format review</p> <p>Tuesday, December 10, deadline to submit final version of thesis or project & approval form with original signatures to graduate studies.</p>		

Title 5. Education
Division 5. Board of Trustees of the California State Universities
Chapter 1. California State University
Subchapter 2. Educational Program
Article 7. Graduate Degrees
§ 40510. The Master's Degree.

To be eligible for the Master's degree, the candidate shall have completed the following minimum requirements:

(a) Advancement to Candidacy. For advancement to candidacy for the Master's degree, the applicant shall meet the requirements of Section 41011, and such particular requirements as the Chancellor and the campus may prescribe.

(b) Requirements for the Degree.

(1) The completion of a specified pattern of study approved by the appropriate campus authority.

(2) A minimum of thirty semester units of approved graduate work completed within a maximum time to be established by each campus. Such maximum time shall be no more than seven years nor less than five years for each particular program. An extension of time beyond the limit may be granted by appropriate campus authority if warranted by individual circumstances and if the outdated work is validated by examination, in the relevant additional course or subject field of work or such other demonstration of competence as may be prescribed. In the degree program:

(A) ~~Not less than 21 semester units (32 quarter units)~~ At least 70 percent of the total units required by the degree program shall be completed in residence. The appropriate campus authority may authorize the substitution of credit earned by alternate means for a part of this residence requirement.

(B) Not less than one-half of the units required for the degree shall be in courses ~~organized~~ designed primarily for graduate ~~study~~ students.

(C) Not more than six semester units shall be allowed for a thesis or project.

(3) Satisfactory completion of a thesis, project, or comprehensive examination, defined as follows:

(A) A thesis is the written product of a systematic study of a significant problem. It identifies the problem, states the major assumptions, explains the significance of the undertaking, sets forth the sources for and methods of gathering information, analyzes the data, and offers a conclusion or recommendation. The finished product evidences originality, critical and independent thinking, appropriate organization and format, and thorough documentation. Normally, an oral defense of the thesis is required.

(B) A project is a significant undertaking appropriate to the fine and applied arts or to professional fields. It evidences originality and independent thinking, appropriate form and organization, and a rationale. It is described and summarized in a written abstract that includes the project's significance, objectives, methodology and a conclusion or recommendation. An oral defense of the project may be required.

(C) A comprehensive examination is an assessment of the student's ability to integrate the knowledge of the area, show critical and independent thinking, and demonstrate mastery of the subject matter. The results of the examination evidences independent thinking, appropriate organization, critical analysis and accuracy of documentation. A record of the examination questions and responses shall be maintained in accordance with the records retention policy of The California State University.

(4) A grade point average of 3.0 (grade of B) or better in all courses taken to satisfy the requirements for the degree, except that a course in which no letter grade is assigned shall not be used in computing the grade point average.

Note: Authority cited: Sections 66600, 89030 and 89035, Education Code. Reference: Section 89030, Education Code.

Feedback re: proposed Title 5 changes for graduate programs

The feedback from the Academic Senate of the CSU:

The senate supports adopting the **proportion language for residence requirements** (replacing existing language that specifies the number of units). This, they say, recognizes the wide variation in the number of units required in CSU master's programs.

Similarly, senators request making even **clearer the minimum proportion** of actual graduate-level units required in our master's programs.

--They are concerned about the copy that reads, "primarily designed for graduate study." Senators understand trying to move away from the existing, "organized primarily for graduate students," but could "graduate courses" or graduate-level courses" be more appropriate and less confusing?

--There was support for ensuring appropriate rigor in master's programs, which could take the form of requiring a higher proportion of graduate courses in master's programs. However, faculty were cautious and did not want to suggest an arbitrary minimum that could harm some programs' curricular design. They are looking to you, as the experts in graduate study, to propose a minimum standard. They plan to review and comment on the revised draft that will come from the grad deans in November.

--Rather than to amend the Title 5 minimum proportion of graduate courses, it was suggested that campuses be encouraged to set minimum requirements more rigorous than the Title 5 requirement of at least 50% graduate courses for master's programs.

--Further, they suggested that we specify the **minimum proportion of residence units that must be graduate-level courses**. For example, it was pointed out that without such specificity, in a 30-unit (50% undergrad/50% grad) master's program, students could transfer in 9 out of 15 graduate units (30% of the total program), leaving only 6 graduate units to be completed at the campus awarding the degree. The bulk of the graduate work in such cases would be completed outside matriculation.

Input was summarized by one senator this way:

- 1) at least 70% in residence
- 2) at least 51% graduate level coursework
- 3) at least 51% of residence coursework be at the graduate level
- 4) rework "organized for grad study"
- 5) campuses should be encouraged to set policies that exceed Title 5 minimum requirements

Looking forward to meeting with you next month,

Christine Mallon, PhD
Assistant Vice Chancellor, Academic Programs and Faculty Development
CSU Office of the Chancellor
401 Golden Shore
Long Beach, CA 90802-4210

Feedback from the CSU Provosts:

In discussing the enclosed proposed Title 5 changes to s. 40510, provosts suggested that we address the minimum level of only 50% of courses being at the graduate level. Provosts voiced that the minimum is too low, and they asked about the meaning of master's degrees.

I would like to ask that this issue be placed on your next meeting agenda, and I would seek recommendations from your groups on what the minimum requirements should be.

Thank you,

Chris

Feedback from San Francisco State Graduate Council:

Per Chris' request, our campus reviewed the draft Title 5 document for Master's Degrees. We all agreed upon the 70% in residence at the last Grad Deans Meeting. For years we have discussed our concerns about the CSU view of graduate education. One of the ways to counter the view (which may be changing) is to raise the expectations for our graduate programs, the primary area for a change to be: "Not less than 70% of the units required for the degree shall be in courses ~~organized~~ designed primarily for graduate study. Students, rather than, (B) Not less than one-half of the units required for the degree shall be in courses ~~organized~~ designed primarily for graduate study. ~~students.~~

Our graduate coordinators supported that change, other than a few programs that seem to prepare teachers.

The other concern we had in the current document is "Such maximum time shall be no more than seven years, nor less than five years for each particular program." We have many professional programs that require students to move through the degree in a cohort with completion in 2.5-3 years. I think we should delete the "not less than 5 years" and let that decision be made by each campus. The inclusion or continuation of the no less than five years statement can lead students to insist that they can take five years. We have enough problems with that and the 7 year rule.

Most our programs are stating that a 30 unit program must be completed in five years (1 class a semester or two a year) which provides plenty of time for a part-time student. We always give an extension for reasonable requests based on medical, family, financial reasons.