Graduate Studies Advisory Committee (GSAC)
Minutes
Thursday, September 19, 2024
10:30am-12:00PM

10:30-10:31: Call Meeting to Order – Deepali Bhandari

10:32-10:43: Introductions

10:44-10:45: Identify Chair (Deepali Bhandari) and Scribe/Secretary (Dina Perrone, Jackie Morales and Ammisha Opoku-Boamah)

10:46-10:47: Review and Approve Agenda – moved by Mary Anne Rose, seconded by Sarah Schrank

10:48-10:50:
- Review and Approve April Meeting Minutes
  - The admissions deadline for transcripts was deleted as it was incorrect.
  - Minutes approved as amended
- Review and Approve March Meeting Minutes
  - March meetings approved

10:51-11:00: Update on the timeline of Grad policies in Senate – Neil Hultgren (Chair, Academic Senate)

- Grad Studies (GS) policies are not currently on the senate floor, senate is working on the revised GE policy (needs to be approved by Oct 1) and the proposed Internship policy.
- GS Policies will be discussed together and likely have a first reading in the senate in the first few weeks of October.
  - *Policy on Masters' degree*
  - *Policy on Master's Level culminating activities*
- Neil can contact Ann to send Dina the CEPC finalized versions of GS policies, however, any amendments can be proposed only after the policies are posted on the senate website for second reading.
- Amendments can be proposed by a senator. Deepali is the only academic senator among the current GSAC membership.
  - GSAC's 23-24 proposed repeat course and replace grade policy for master's students will be proposed as an amendment.

11-01-11:10: GSAC Meetings Overview

- Graduate Student Pulse – Monthly
  - This portion focuses on hearing student representatives to discuss the graduate student experiences
- What's Happening at the Graduate Center – Monthly

- o This portion focuses on representatives of the Graduate Center sharing upcoming events, etc.
- Presentations (if any)
- Appeals (if any)
  - o None at the time of meeting. If any received, a subcommittee will be made to review the appeals
- Suggestions from GSAC for discussion

11:11-11:21: *Graduate Student Pulse*

- Some part-time faculty do not grade or respond in a timely manner, especially affects students enrolled in accelerated programs
- Students should be able to access their courses on Canvas through the grade appeal process

11:22-11:33: *Discussion Topic 1:* Potential GSAC Topics AY 24-25 from the Floor

- Academic Disqualification
  - o Administrative academic probation processes: need to look at the college policy and compare and align it with the campus policy regarding academic probation for a graduate student
    - Challenge stems especially when student is getting ready to start internship/field work/practicum
  - o Learning about best practices on supporting students that are on academic probation, potentially hearing from case studies and what other colleges are doing
- Policy and strategy for project/thesis completion regarding the use of AI
  - o Dina is working with the Thesis & Dissertation office to address and provide AI policy and framework
- Collaboration with the faculty center
  - o Hearing concerns from students and in turn how to support faculty from the feedback to address those concerns (not in a punitive context); e.g., issues with timely grading, communication and feedback to students. Suggestions about this:
    - Workshops
    - How faculty can calibrate student expectations, an example with response time
    - The Hidden Curriculum workshop being worked on by the Graduate Center can support the faculty center.
    - Providing handouts for faculty and even students on how to onboard into their program more smoothly
- Admissions Process
  - o Deadlines, miscommunication and missed opportunities are the main concerns about the grad admissions process.
  - o The new AVP of Admissions and Enrollment Services, Dr. Steven Salcido
  - o One tool, is the University is looking to procure a CRM (Candidate Relationship Management) which can aid in the recruitment of students for graduate programs
  - o The goal is to use the CRM so that from inquiry to application to enrollment can be seamless.
  - o Steven Salcido will provide additional information about graduate student admission at a future meeting.

11:34-11:44: University Outreach and Graduate Programs - Steven Salcido (AVP, Admissions and Enrollment Services)

- Announcement about University Outreach & School Relations Department
    - As of Nov. 1, the University Outreach & School Relations department will be under Admissions to assist with unifying communications to the community with the recruitment efforts
    - Contracted with Educational Advisory Board (EAB) to create campaigns to highlight graduate programs overall to share with the local and outer areas.
        - This will be especially helpful for low-enrolled programs to have a more targeted advertisement for these programs to share with the community.
        - Currently in the process of building this partnership, hoping to start seeing these efforts soon but to keep in mind that it will take time to keep building.
        - It is social media campaign utilizing geo-marketing to assist with the targeted messaging for the programs
            - One example - inviting alumni to come back to the Beach by applying to a graduate program
    - Question - Will grad programs have a chance to provide ideas on how marketing is approached?
        - Yes, presentations will be made to departments and GSAC
    - EAB is currently doing market analyses to develop a plan

11:45-11:55: *What's Happening at the Graduate Center*: Jackie Morales and Ammisha Opoku-Boamah (Graduate Center Coordinators):

- https://www.csulb.edu/graduate-center/workshops-events
- Request form for Graduate Center to host a workshop/tabling for your program

11:56-11:57: Announcements

- CSULB Blended programs (bachelor's + master's) are now called BeachEDGE
- Beach EDGE (Expedited Degrees in Graduate Education)
- We currently have 9 BeachEDGE programs
    - https://www.csulb.edu/graduate-studies/beach-edge

11:58-11:59: Good of the Order?

- Discussion on whether to have meetings in-person or hybrid option

12:00: Adjournment

Next GSAC meeting: October 17, 2024