

**2012-13 FACULTY SENATE  
GRADUATES STUDIES POLICIES COMMITTEE  
MINUTES**

*Approved: March 05, 2013*

19 February 2013

Members Present: Barakatt. Blanton, Cardenas, Hamilton (Chair), Heather, Hembree,  
Kaplan, Miller, Reddick, Sprott, Wassmer

Members Absent: Cowan

Guests: Chevelle Newsome

- 1. Call to order:** Called to order at approximately 8:30 a.m.
- 2. Minutes of 5 February 2013:** were approved as distributed.
- 3. Information items:**
  - a. Report from Chair:** Chair Hamilton reported that two items approved by GSPC (Graduation with Distinction Policy, and Amendment to the Program Discontinuation Policy) were in the hands of the Executive Committee and a third item (Graduate Repeat Policy) is on the Senate agenda. She also reported that, based on feedback from the Executive Committee, there may be some debate at the Senate level regarding whether or not Second Bachelor's students should have the same repeat policy as all other post-baccalaureate students.
  - b. Report on Executive Committee Actions:** Chair Hamilton and Miller reported that the Executive Committee had taken up the Standing Rules item from last year that will determine whether or not the chair of GSPC (and the other standing committee chairs) will be a voting member of the Executive Committee in the future. This item will be placed on the March 7th Faculty Senate agenda with an amendment (waiting for discussion and vote) to include the chair of GSPC as a voting member of the Executive Committee.
  - c. Report on Senate actions:** No actions were reported.
  - d. Report on CSU actions:** Miller reported that there has been more discussion on MOOCs.

- e. **Report from Graduate Dean:** Dean Newsome reported that the Chancellor is working on an Executive Order on special sessions in CCE (clarifying the number of units that can be transferred).
- f. **Report on Graduate Advisory Council:** Dean Newsome reported that petitions continue to be processed. Chair Hamilton shared that Provost Gossett visited the GAC. She reported that he asked questions about the structure of the graduate committees on campus and about the committees feeling about creating an official designation of “graduate faculty”.

#### 4. New Business: Credit Hour Definition for Graduate/Post-Baccalaureate Classes

- The committee discussed ideas for this policy in great detail. The idea that the time spent outside of class for a graduate course should be 1.5 times the amount spent for an undergraduate class.
- There was much discussion about completing a survey of students and/or faculty before setting the policy. In the end, it was decided that a policy is needed immediately and we can adjust it in the future if we find that the data does not agree with our policy.
- It was proposed that the expectations for time spent outside of class could be part of the course syllabus (giving us one more way to show WASC that we are abiding by our policy).
- Miller found a policy for Graduate Credit Hour definition from the University of Michigan website. The committee seemed to be in favor of this format and it was determined that Chair Hamilton would type something up (and send it out via email) in that format for everyone to consider in anticipation of finalizing this policy at our next meeting (March 5th) so that our policy could move forward with the undergraduate policy being proposed by CPC.
- The University of Michigan policy is part of their course approval process. The committee briefly discussed whether or not we would want to do the same thing.
- Chair Hamilton will discuss the progress made by GSPC today with Chair Biagetti of CPC.

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Tracy Dawn Hamilton, Chair of GSPC