

**GRADUATE STUDIES POLICY COMMITTEE  
MINUTES OF THE MEETING OF OCTOBER 15, 2019**

*Approved:*

**CALL TO ORDER:**

The Chair called the meeting to order at 9:03am.

**ROLL CALL:**

Roll was taken.

Voting Members: Anne Bradley, Daniel Burghart, Haiquan Chen, Bryan Coleman-Salgado, Jean Gonsier-Gerdin, Julian Heather, Katherine Kelly, Jai Joon Lee, Anne Lindsay, Albert Lozano, David Shimabukuro (absent)

Non-Voting/Ex-Officio Members: Alessandra McMorris, Chevelle Newsome, Adam Rechs (absent)

**GUESTS:** None

**APPROVAL OF THE AGENDA:** Approved

**APPROVAL OF THE MINUTES OF SEPTEMBER 17, 2019:** Approved

**COMMITTEE BUSINESS:**

**Reports:**

1. From the Chair:
  - a. The GSPC memo on self-support programs, transmitted to the Senate Chair on May 7, 2019, was addressed at executive committee. A workgroup will be formed to address those points of the memo that are not already covered by University policy. GSPC will provide a member to the workgroup at a later date.
  - b. The GWI policy was discussed at the Graduate Coordinators meeting. Coordinators were asked which programs would be seeking alternate compliance with the GWI policy. No graduate coordinators indicated that their program would be taking this route.
2. From the Graduate Dean:
  - a. Discussion of the recent Graduate Coordinators meeting which included a session on Anchor University initiatives.
  - b. Explanation of the upcoming Graduate and Professional School Information Day on October 15

**Open Forum:**

No issues raised in open forum

**Action Items:**

1. Election of Vice Chair: Julian Heather was elected Vice Chair.



# SACRAMENTO STATE

Faculty Senate

## Discussion Items:

1. Complaint Hearing Policy and Procedures: The Complaint Hearing Policy and Procedures was referred to the committee by Senate Exec as part of a joint work group with the Academic Policy Committee (APC). The committee is charged with evaluation of the policy for compliance with other student complaint policies, such as the grade appeal policy. The committee may also suggest new language for the policy. The committee raised the following issues and concerns:
  - a. Heather suggested that the policy needed to be written in a way that did not overwrite other policies with preexisting appeals processes. He also pointed out that other appeals processes across campus include an appeals panel, not one single person, as the decision maker.
  - b. Coleman-Salgado pointed out the “final appeal” section of the grade appeal policy, which would be undermined by this policy.
  - c. Several committee members suggested structural changes that would clarify when this policy was in use and how a panel might be constituted for review.
  - d. Several committee members raised concerns that the Complaint Hearing Policy and Procedures did not specify the triggering event that would cause it to go into effect, given that most situations seem to be covered by pre-existing policies.

Dean Newsome explained how complaints are dealt with in the Provost’s office. The current process used for them is at times informal. There are also some complaint cases that do not rise to the level of current policies, such as the discrimination policy. Given the questions about the use of the policy, the committee determined that more information was needed in order to review the elements of the policy as requested by Senate Exec. The committee directed the chair to consult with the APC chair with regard to their work on the policy and to take all joint concerns about the policy to the Senate chair. The policy will then be revisited at the GSPC meeting of November 7.

**ADJOURNMENT:** The meeting was adjourned at: 10:23am