

College of Arts and Sciences
Graduate Studies Committee
MEETING MINUTES
Tuesday, September 17, 2019
1:30-2:15pm

Attendees

- Amy Besnoy, Brian Byrnes, Michael Gonzalez, Rebecca Ingram, Ron Kaufmann, David Shirk, and Drew Talley.

Welcome and Announcements

- The meeting was called to order @ 1:30 PM.
- Ravleen Kaur Khalsa-Basra may serve another year on the committee but that is yet to be decided.
- It was proposed and accepted that the meeting be recorded in order to better prepare the minutes.

Meeting Overview

- Part 1: Procedures for Curriculum Approval
- Part 2: Graduate Night at the Old Globe Theatre
- Part 3: Curricular Proposals

Part 1: Procedures for Curriculum Approval

- Members of the committee discussed the possible revision of procedures for approval of graduate curriculum modifications. Specifically, Dr. Kaufmann proposed the possibility of moving to a model of review similar to the undergraduate curriculum review process. At the undergraduate level, any curricular modifications sent to the Curriculum Committee are considered to be automatically approved unless a proposed change is nominated for review by a member of the Graduate Studies Committee. If a proposed curriculum modification is nominated for discussion, that proposal will be discussed. If discussion is not concluded by the end of the meeting, that proposal may be tabled to a future meeting. If a proposal is not nominated for discussion, it would advance to the Academic Assembly.
- Members of the committee asked whether there is a vote after a proposed curriculum modification has been nominated. Dr. Kaufmann explained that under the new procedure, if there is no concern within the committee, the curriculum modification will be sent to the Academic Assembly. However, a vote may be necessary after the committee has discussed the proposed changes, if there is not unanimous agreement.
- Members of the committee asked what happens if the department sends the proposed curriculum modification back to the committee without modification? Dr. Kaufmann explained that proposals would be sent back to the department with queries or recommendations. The department would consider the recommendations and send a revised proposal back to the committee. The committee would then either approve the revised proposal (advancing it for consideration by the Academic Assembly), or send it back to the department for further revision. If a proposal is not approved by the GSC it would not advance for consideration by the Assembly.
- Members of the committee asked how the committee will decide whether a proposed curriculum modification should go back to the department? Dr. Kaufmann explained that the proposal will be up for discussion and the committee will vote whether or not to send it back to the department. If the committee votes not to send the proposal back to the department, it is considered accepted.
- Members of the committee noted that, in the past, a given graduate program could vote on and submit curriculum modifications simultaneously as separate items for

consideration by the GSC. However, since the transition to current procedures for submission of proposals using the Course Inventory Management (CIM) system, this is no longer possible. For example, in 2018-19, the MAIR program submitted a proposal that contained curriculum changes that included a combined degree program (item A) and a requirement for students to travel abroad (item B). Rather than treating these as separate items, the CIM/CAT system and current GSC procedures treat both proposals as part of the same bundle. Thus, under current procedures (and the proposed new procedures) when the GSC rejects or nominates one particular element of a set of proposed curricular modifications, the entire set of proposals could be delayed. There was a lengthy discussion on this point to try to clarify whether two sets of changes in the same curricular modification can be submitted simultaneously as separate proposals, and the consensus was this is not possible using the current system. After a given proposal is rejected by the GSC and returned to the department for revision, the department could either make the recommended changes or possibly separate the proposals and send only one of the changes.

- Members of the committee asked for clarification on the distinction between expedited and non-expedited actions established in the 2016/17 rules. Members of the committee asserted that there is no real distinction between expedited and non-expedited actions, and that this distinction was eliminated at the UCC level years ago.

Part 2: Graduate Night at the Old Globe Theatre

- In the past USD hosted a night at the Old Globe Theatre in Balboa Park for College graduate students and professors. The event is being proposed again this year. The production will be *Twelfth Night* by William Shakespeare. It will be Directed by Jesse Perez and performed by USD first and second year MFA students.
- This event is supported through activity funds which are approved by Mariann Sanchez (Director for Graduate Student Life). Brian will work on a night when this event could take place.
- In the past there have been “talk-back” discussions either after the production. This would need to be discussed with the actors and director, among others. A talk back is valuable because it allows you to learn from the students and see their approach to the production and their learning process.
- Last year some people RSVP’d but did not attend the performance, which wastes tickets and leaves open seats in the theatre. For this year to be a success the hope is that people attend. If a student commits to a ticket they would be expected to attend.
- The play runs from November 2nd to November 10th. Typically the event takes place on the first Sunday of the performance period. The free night has never been the final performance. Sundays may be the best days for graduate students to attend. November 3rd or November 10th are the two Sundays available.

Part 3: Curriculum Proposals

- Several proposals have been circulated for the EOSC program. Most of the proposals involve creating new course numbers at the 500-level for courses that exist already at the undergraduate level, and one (EOSC 552) involves revising the title and description of an approved course. There were no objections to the curriculum proposals, and the proposed actions are approved by acclamation (7/0/0). A list of these courses is included below.
- EOSC 535 Wetlands Ecology NEW
- EOSC 538 Animal Behavioral Ecology with Lab

- EOSC 539 Animal Behavioral Ecology
- EOSC 540 Mathematical Modeling in Ecology
- EOSC 552 Environmental and Ocean Geochemistry
- Meeting adjourned @ approximately 2:15 PM.
- Minutes respectfully submitted by Isaac Conlon-Kvale, Graduate Assistant for the Graduate Studies Committee.