GRADUATE COUNCIL (GC)
November 10th, 2016
Documents available at: UCM Box "GC AY 16-17"

Pursuant to call, the Graduate Council met at 10:08 AM on November 10, 2016 in Room 362 of the Kolligian Library, Chair Ramesh Balasubramaniam presiding.

Chair Balasubramaniam began the meeting with a brief discussion of the campus climate after the recent national election, where graduate students have been expressing feelings of uncertainty for their welfare. Members asked if there could be data shared on international students at the next meeting. The GC Analyst will contact the Bright Success Center and request what information they may be able to share with GC.

I.   **Consultation with University Registrar Laurie Herbrand**
With regard to the Professional Development Course proposed by the Grad Division, the Registrar was asked to provide information and recommendations about how it would be processed. The Registrar recommended the following topics be considered:
- How should the course subject and number be listed?
- How should it be transcripted, to be more positive to students?
- How would it appear on a grad audit?
- What are the resources associated with this course?

The Banner system uses coding that shows up in downstream reports, including UCOP. Every course has a division (such as "GS" for Graduate School) that is used to track the resource allocation. There should be a review at the School level, the Grad Division, or with IRDS, for anything data-related to the coding used. The Registrar can check on this information.

As an interim option, there are already Topics courses using the 290 code, and this course could do the same. The 290 code can be used three times, and after that, the course must have a unique subject code/name. The Registrar suggested an interdisciplinary "GPD 290" Topics course could be offered for approval.

A member expressed concerns about approving GPD courses, with particular regard to the question of resources and approval. As an alternative, could units offer these type of courses cross-listed. Chair Balasubramaniam referred to the discussion last year on this subject, where the Grad Groups felt this would be burdensome. Chris Kello expressed his willingness to use the 290 code as an initial solution. Do groups that do not currently have a 290 need to submit a CRF? What would then be the process to move the course forward?

The Registrar will find out how many disciplines do not have a 290 listing right now and forward that to GC. An approval by memo from GC to approve them would be sufficient. The next step would be setting a timetable, with mid-November of 2017 being the time that the school curriculum staff are looking at the 2018 schedule, so GC should review and decide if the course should be renumbered, etc., for 2018. The Registrar requested consultation when the time comes to decide on a course code and what the value would be entered into Banner, for college and department.

Using 290 for now will allow the course to proceed with a Spring 2017 offering, by which time GC can decide on creating a specific code, and have an informed vote to move forward. It also allows the Grad Division to show GC that there is interest and need for this type of course.
A member voiced his worry that this process is a slippery slope, and that cross-listing is a better method if this course topic is important enough.

A member shared that he is currently teaching a professional skills development course, that would share some aspects of the proposed Grad Division course. The value of his course comes from being discipline-based, where a broader course would lose value. However, he agrees that running this type of course three times could have great value, encouraging students to talk across disciplines.

Chris Kello commented that the proposed course would provide value to programs that do not already offer something on this topic, and the programs that do have similar courses, they do not have to opt-in. Resources are already in place due to Grad Division already offering this course already, this would just make the course official. He understands that this may not work, but wants the opportunity to try it out.

Chair Balasubramaniam expressed his understanding that an interim solution has appeared, and with input from the Registrar, there may be an opportunity to make changes from the next GC committee.

II.   **Chair's Report – Ramesh Balasubramaniam**
   a. Division Council meeting – October 6, 2016
      i. Chair Balasubramaniam shared that faculty welfare issues were discussed, as well as standardization of consultation of school executive committees in issues relating to incidental funds and expiration of start-up funds.
   b. CCGA Meeting – November 2, 2016
      i. PH proposal is proceeding normally through the process.
   c. Graduate students TAing Graduate courses
      i. The policy language in the "Non-Academic Senate Faculty Eligibility to Teach Graduate Courses" document is as follows:

      "*Under no circumstance will Graduate Council approve a graduate student teaching other graduate students, as students should not be evaluating their peers via course grades.*"

      The proposed revision to this language is:

      "*Under no circumstance will Graduate Council approve a graduate student teaching other graduate students as the instructor of record, as students should not be evaluating their peers via course grades.*

      However, Graduate students might serve as Teaching Assistants (TA) for graduate courses with supervision from the instructor of record if the following criteria are met:
      1) *The Graduate Student TA has advanced to candidacy for the PhD degree and/or has suitable expertise in the topic of the course.*

2) *The Graduate Student TA will not be involved in the handling of final course grades.*
3) *The instructor of record for that course will ensure that the TAs are appropriately supervised to avoid any conflicts or perceived conflicts."*

Members voted unanimously in approval of the policy language change. Chair Balasubramaniam will update DivCo, and this topic will be included in the Meeting of the Division report. A memo will be sent out to the Grad Group Chairs to update them on the policy revision.

A discussion occurred regarding how a "teaching assistant" is defined. There must be a policy that clearly defines the titles of teaching assistant, grading assistant, reader, etc., and this issue will be revisited when the Grad Advisor's Handbook is reviewed.

III. **Vice Chair's Report – Teamrat Ghezzehei**
   a. Vice Chair Ghezzehei had nothing to report.

IV. **Consent Calendar**
   a. The October 20, 2016 minutes were approved as presented.
   b. The November 10, 2016 agenda was approved as presented.
   c. Grad Group Policies & Procedures are not yet ready to be voted on.
   d. Graduate Advisor's Handbook is not yet ready to be voted on.

V. **Professional Development Course offered by Graduate Division (GradDiv)**
   a. This topic was discussed during the consultation with the Registrar.

VI. **Committee Review Items**
   a. **School Executive Committee Input to Graduate Council**
      i. This request will be handled via email, with a memo to be sent to the Senate Chair.
   b. **Proposed revision to Non-Academic Senate Faculty Eligibility to Teach Graduate Courses**
      i. This topic was discussed under the Chair's Report.

VII. **Systemwide Review Items**
   a. **Proposed Revisions to Senate Bylaw 182 - UCIE**
      i. **Background:** Systemwide Academic Senate Chair Chalfant has requested comments on proposed revisions to Senate Bylaw 182 (University Committee on International Education). COR, UGC, and GC are lead committees on this review item.
      ii. **Action:** GC sends comments to senatechair@ucmerced.edu by 5:00 PM on Thursday, December 8.

   b. **Professional Degree Supplemental Tuition (PDST) Policy**
      i. **Background:** Systemwide Academic Senate Chair Chalfant has requested comments on a proposed revised policy on Professional Degree Supplemental Tuition (PDST). CAPRA, GC, and D&E are lead committees on this review item.

      ii. **Action:** GC sends comments to senatechair@ucmerced.edu by 5:00 PM on Thursday, December 8.

   c. **Presidential Nondiscrimination Policy and APM 015**
      i. **Background:** Systemwide Academic Senate Chair Chalfant has requested comments on a proposed revised Presidential Policy on Nondiscrimination and Affirmative Action Regarding Academic and Staff Employment and APM 015. FWAF, D&E, and P&T are lead committees on this review item.
      ii. **Action:** GC sends comments to senatechair@ucmerced.edu by 5:00 PM on Thursday, December 8.

VIII. **Consultation with VPDGE Zatz**

IX. **Upcoming Business**

X. **Other Business**

XI. **Executive Session (Voting members only)**
Executive Session began at 11:22 AM. No notes were taken.

There being no further business, the meeting adjourned at 11:34 AM.

Attest:
Ramesh Balasubramaniam, Chair