Graduate Council (GC)
Friday, March 7, 2014
9:30 a.m. – 11:00 a.m.

AGENDA	Time

I.   Chair's Report – *Professor Valerie Leppert*   **5 min**
- Academic Honesty Task Force
- CCGA (3/5)
- Strategic Focusing Initiative Town Hall Update (3/6)

II.   GC Representative- *Professor Kathleen Hull*   **5 min**
-DivCo (2/24)

III. Consent Calendar
- Approval of the Agenda
- Draft GC Memos:
  - PRC Notification Memo to BEST
  - PRC Notification Memo to ES
  - Joint Online CRF System Update Memo to Germán Gavilán
  - AY14-15 CCGA Proposal Submission Deadlines to Lead Contacts

IV.   Draft AY 13-14 Graduate Division Outstanding Teaching Award Guidelines   5 min
Background: GC is asked to review the new Outstanding Teaching Award (OTA) Call and
Guidelines. One Outstanding Graduate Student Teaching Award will be awarded for each
school.
  - Email from Graduate Division- Timeline and Changes
  - Draft OTA Guidelines
  - Draft OTA Flyer
Action: Review and provide comments to the Graduate Division by March 7, 2014.

V.   Draft Medical Education Task Force Charge   5 min
Background: As proposed the joint task force will make recommendations on the future
operation of UCM San Joaquin Valley PRIME program and assess the feasibility of offering a
medical education program on campus.
  - Draft Charge
Action: Review and provide comments to Senate Chair López-Calvo by March 13, 2014.

VI.   Graduate Regulations   10 min
Background: With the approval for Fast Track Review of new doctoral degrees emerging from
existing emphases within the IIGP, WASC made one single recommendation to the campus:
formalize graduate policies by including them in our Senate Regulations. The Policy
Subcommittee was asked to review and provide comments on the draft graduate regulations. Per
Division Bylaws, changes to Division Regulations need to be presented at the Meeting of the
Division scheduled on April 15, 2014.
  - Draft- Graduate Regulations

Action: Review draft graduate regulations and endorse for forwarding to Senate standing committees for review.

VII.   **Discussion Item: Graduate Student Recruitment and Support**   **15 min**
-    **Campus Initiative: Faculty Lead Strategic Plan for Graduate Student Enrollment Growth**
     Graduate Division hired a higher education research and consulting firm to assist the campus in identifying ways to enhance graduate recruitment at UC Merced. The research conducted by Stamats included campus visitations, focus groups and image/perception surveys.
     - Phone Survey of Prospective Graduate Students
     - Web Survey of Internal Audiences
     - Recruitment Operation Development Plan

-    **Systemwide Initiative: UC Conference on Doctoral Student Support**
     A Steering Committee Co-chaired by Systemwide Provost Aimee Dorr and Senate Vice Chair Mary Gilly have organized a one-day all UC conference on Doctoral Student Support at UC Irvine. They are looking for two outcomes: a set of best practices and recommendations, with approximate price tags, for enhancing UC's success in recruiting and educating the best doctoral students. Towards that end, the Steering Committee has asked CCGA members to help structure the discussion through a formal request for proposals (RFP) process. The RFP should be a limited to one page per recommended action.

     RFP should suggest proposed actions that could be taken to address the follow strategic issues:
     1. Competitiveness in recruiting the best doctoral students
     2. How the NRST is handled on the campuses (with respect to research grants and more generally)
     3. Increasing the viability of academic departments to recruit international students when the record and pool makes that desirable; and
     4. Enhancing professional development and career pathways for Ph.D. students.

         - Provost Dorr & Senate Vice Chair Gilly Letter to Chancellors
         - Vice Chair Gilly Letter to CCGA Members- RFP Letter

VIII.   **Annual IIGP Renewal Request**   **2 min**
         - Draft IIGP Renewal Request Memo to CCGA
     Action: Review and approve the draft GC memo to CCGA.

IX.   **Notification of Email Review Items**   **3 min**
     GC members are asked review and provide comments to GC Analyst by March 14, 2014. All items will be added to agenda for March 19, 2014 from 1:30-3:00pm in KL 362.
     1. COR Review Process for Research Units
     2. Joint Senate-Administration Library Working Group Final Report
     3. Draft Graduate Council Committee Manual
     4. Proposed Mentoring Guidelines
     5. Revised EECS Policies and Procedures

X.   **Executive Session**- *GC Members Only*   **40 min**

Upcoming GC Agenda Items:

- **CCGA Proposals**
  - o **Physics Proposal-** submitted to CCGA and UCOP on 2/26
  - o **Mechanical Engineering Proposal-** Revised Proposal submitted on 2/28
  - o **Sociology Proposal-** Revised Proposal submitted 2/28
  - o **Electrical Engineering and Computer Science-** Revised Proposal submitted 3/3
  - o **Molecular Cell Biology Proposal-** proposal resubmitted on 2/26
  - o **Materials Science and Engineering Proposal-** expected submission date 3/31/14

- **Review of new CRFs with effective term of Fall 2014**
  Action Requested: Review and approve new graduate CRFs by March 19

- **EECS Policies and Procedures**
  Action Requested: Review and approved the revised EECS Policies and Procedures by March 21.

- **Campuswide Review Items:**
  - **Review Process for Research Units**
    Action Requested: Review and provide comments to Senate Chair by March 25.
  - **Joint Senate-Administration Library Working Group Report**
    Action Requested: Review and provide comments to Senate Chair by March 25.

- **Continuing Student Fellowships- Graduate Group nominations provided to GC on 3/12**
  Action: Review Graduate Group rankings and provide final GC rankings to the Graduate Division by April 4.

- **UCM Catalog- Graduate Studies Section**
  Action Requested: Review and approve revisions to the graduate studies section of the UCM Catalog by April 4.

- **Systemwide Review Item: Proposal to Amend Senate Bylaw 55- Round 2**
  Action Requested: Review and provide comments to Senate Chair by April 18.

- **Review of Graduate Advisors Handbook**
  Action Requested: Discuss needed revisions and approve final revisions by April 30.

- **Graduate Student Mentoring Guidelines and Best Practices**
  Action Requested: Review and approve draft mentoring guidelines that establish a set of minim requirements, along with providing some best practices recommendations by April 30.

- **Guidelines for Graduate Group Policies and Procedures**
  Action Requested: Review and approve template/guidelines for graduate group policies and procedures by May 23.

- **Graduate Council Committee Manual**
  Action Requested: Review and approve the committee manual by May 23.

- **Discussion Items:**
  - **Graduate Student Enrollment Growth**
    Action Requested: Discuss research results provided by Stamats.
  - **Interdepartmental/Interdisciplinary Graduate Programs**
    Action Requested: Discuss if GC should establish interdepartmental/interdisciplinary graduate programs.
  - **Establishing Graduate Certificates and Designated Emphases**
    Action Requested: Discuss if GC would like to draft policies to establish graduate certificates and/or designated emphases.
  - **Review of Graduate Group Bylaws**
    Action Requested: Discuss if GC should establish a two-year review cycle for graduate group bylaws.
  - **Graduate Student Issues**
    *Action Requested***:** Discuss how GC can help address these issues within its own policies and in recommendations to units impacting graduate students.
  - **Web Support for Graduate Programs**
    Action Requested: Discuss web support and plan for monitoring of content to conform to UC and WASC requirements for graduate program websites.