Graduate Council (GC)
Minutes of Meeting
February 2, 2016

Pursuant to call, the Graduate Council met at 1:30 pm on February 2, 2016 in room 360 of the Kolligian Library, Chair Michael N Dawson presiding.

I.   Consultation with Registrar and Associate Registrar

Registrar Laurie Herbrand and Associate Registrar Joshua Reinhold met with GC members to discuss course conventions and the Curriculog system.

Prior to this meeting, Associate Registrar Reinhold drafted a document intended to serve as a repository for all guidelines related to courses, including but not limited to, course numbers, titles, and course descriptions. Reinhold and Herbrand emphasized that this is intended to serve as a working document and will not have the force of policy. The Registrar's office hopes to share this document with, and receive feedback from, UGC, GC, and the school curriculum staff. Once all input is received, the Registrar's office requests that this document be posted, along with the CRF style guide, on the Registrar's website, the Senate's websites (GC and UGC pages), and on the current CRF electronic system.

Registrar Herbrand suggested that her office submit the Course Conventions document to GC every two years for review and revisions. Specifically, the Registrar's office will submit the Course Conventions document to GC at the beginning of spring semester every two years, then attend the first GC meeting in February to discuss possible revisions.

GC members requested two revisions to the current version of Course Conventions: include 292 courses and replace "curriculum committee" with either graduate groups or governing bodies.

ACTION: GC members to email additional revisions of the Course Conventions document to Registrar Herbrand and Associate Registrar

Reinhold.   Upon revising the document, the Registrar's office will submit to GC a revised version to be discussed at the first meeting in March.

Prior to this meeting, GC members received documents from the Registrar's office related to the proposed implementation of Curriculog (a component of the current system Acculog used for Catalog revisions), a system intended to streamline the workflow process for CRFs and for bylaw unit proposals, proposed program approvals, and routine items such as school curriculum committee agendas. The system also integrates with Banner. The Information Technology Advisory Committee (ITAC) will review the proposal this month to consider implementing it as a campus enterprise solution. School staff, deans, Academic Senate, and IT must be involved in the approval process. Once the project charter for Curriculog is approved by ITAC, the Registrar's office can then conduct demonstrations across campus.

Chair Dawson inquired how GC's plans of migrating to the current electronic CRF system used for undergraduate courses will integrate with the review and implementation of Curriculog. The Registrar acknowledged that if approved by the various levels of review with ITAC and other campus stakeholders, Curriculog could be implemented in 8-10 weeks. She therefore recommended that GC hold off on migrating to the current electronic CRF system.

II.   Chair's Report

Chair Dawson updated GC members on the February 1 Division Council meeting where discussion topics included:
- retirement benefits task force report. Division Council will base its response to systemwide on the sentiments expressed in the memo sent by the Committee for Diversity and Equity.
- endorsement of the Public Health bylaw unit proposal
- endorsement of the proposal to establish a major in GASP
- concentrations and designated emphasis policy from GC. Division Council is expected to reply by February 8
- 2020 Project updates. One faculty member from each school is sought to serve as a scorer of the design proposals in order to represent a

wide range of research interests, including wet labs and computational research.

- UCOP ordered spyware installed on all UC data networks. Several campuses have expressed their disapproval at the lack of Senate faculty consultation.   This implementation also has implications for academic freedom.

III.   Vice Chair's Report

Vice Chair Balasubramaniam updated GC members on the January 27 PROC meeting. The review of Environmental Systems, the first graduate program in campus history to undergo review, was generally positive.   The site team's official report will be transmitted to PROC and ES and the latter will formulate a response.

IV.   Consent Calendar

ACTION: Today's agenda and the January 19 meeting minutes were approved as presented.

V.   Update on Electronic CRF System

Per the aforementioned discussion with the Registrar and Associate Registrar on Curriculog, GC members agreed not to migrate to the current electronic CRF system for this semester's graduate courses.

VI.   Proposed World Heritage Minor

ACTION: GC to inform the Senate Chair that the Council declines to comment as the proposal has no implications for graduate education.

VII.   Consultation with VPDGE

VPDGE Zatz updated GC members on the following:
- The campus has received 668 graduate student applications to date. Last year at this time, we received 576 and ended the year with 610.

Domestic applications have increased (414 of the 668 applications) which speaks well of UCM's reputation across the country.

- Graduate student visitation weekend will be held February 19—20. As in the past, the weekend involves taking students to Yosemite. This year, the Graduate Division received extra funds from the Provost/EVC.
- NSF National Research Training - Innovations in Graduate Education grant proposal. The VPDGE is PI and co-PIs are SNS Dean Meza, Professor Spivey (SSHA), and Professor Rolland (SOE). Professors Singhal and Martini (SOE), and SNS Professors Sindi, Kim, Colvin, and Ghosh are Core Faculty on the grant. The focus of the proposal is a model for preparing doctoral students from seven computational science fields for jobs in industry and the national labs, as well as academia. The VPDGE believe this model will increase retention of underrepresented minorities and first generation students in these fields.
- Grad Slam workshops will be held in February 9—10 with the Merced Playhouse. The qualifying round is March 1 and finals will be held on April 1. Faculty members, Provost/EVC, and donors will serve as judges.
- Safety forum with graduate students and campus police department will be held on February 17.
- The Senate Committee for Diversity and Equity is hosting Professor Patricia Matthew of Montclair State University on March 8 to deliver a campus talk on diversity. The Graduate Division is hosting a reception for Professor Matthew to meet with the VPDGE's Diversity Council.
- The Chancellor's inaugural dialogue on diversity and interdisciplinarity will be held on March 17.

VIII.   Executive Session

Voting members only. No minutes taken.

There being no further business, the meeting adjourned at 3:00 pm.

Attest:

Michael N Dawson, GC Chair