

Graduate and Research Council (GRC)**Meeting Minutes****Tuesday, April 16, 2013****2:00 p.m. – 3:30 p.m.**

I. Chair's Report – Professor Valerie Leppert

- CCGA (4/3)
 - CCGA approved the two name changes requested for Physics (PHYS) and Mechanical Engineering (ME).
 - No reviews have been received for the Interdisciplinary Humanities CCGA Proposal.
 - One positive external review has been received for the Political Science proposal and the lead reviewer was not able to get a fourth reviewer. CCGA has agreed to waive the fourth review if the second and third reviews are positive in order to expedite the review process.
- DivCo (4/10)

The main items of discussion were the strategic planning and alignment of the Long Range Development Plan (LRDP) and Long Range Enrollment Plan (LREP).
- Update on Graduate Dean Search

II. Consent Calendar

- The agenda was unanimously approved as presented.
- The course request for QSB 289 was unanimously approved.

III. Draft Long Range Enrollment Plan

GRC was asked to review the draft 2013 Long Range Enrollment Plan (LREP) that will be presented to UCOP. This plan will determine the development of graduate programs and research capabilities. During the preliminary review of the draft LREP, there was a major confusion with the spreadsheet of numbers associated with the document. The document was prompted and the template provided by UCOP. As the campus is at the beginning stages of planning, the decision was made to be more retrospective with fairly modest projections, which raised concerns with Senate. As a response, the Administration will allow a month for consultation with the Senate, updating the enrollment projections, and obtaining additional campus feedback.

GRC had the following comments and concerns on the draft 2013 LREP:

- A member proposed submitting two scenarios to UCOP for consideration. One would be more linear and the other would be focused on expedited growth for graduate students.
- Current proposal does not take into consideration the hybrid courses that might alleviate some of the physical space constraints the campus is facing.
- Members questioned how realistic a 10% target is for graduate students as the campus faces physical growth constraints and is becoming more selective.
- Need to define if the 10% target for graduate students includes both M.S. and Ph.D. degrees.
- Clarification is need on how the enrollment projections will impact future funding and how the enrollment projections would be used by UCOP.
- GRC raised concerns of aiming for lower enrollment numbers and as a result receiving lower funding.

- GRC wanted to stress that the 10,000 student mark is not the end point, but only a realistic building point, which should be explicitly written in the document.

Action: Chair Leppert and Senate Analyst will draft memo for forwarding to DivCo by April 18.

IV. **Proposed AY 2013-2014 Funding Model**

GRC continued discussion on the draft internal funding model for graduate student research and teaching and felt that the three proposed components were reasonable. Dean Kello announced that individual PI accounts have been created and funds are being transferred from the last two years. The suggestion was made to use weighing factors from the National Research Council to develop quantitative measurements that have some factors by disciplines that could be helpful in establishing the graduate program funding levels. Questions were raised about the NRT models which seem to be working but are not finalized with the budget office. GRC then discussed the issues with TA assignments. The current problems include: timing issues with students funded by grants at the last minute, how the TA slots are assigned to courses, low numbers of students supported by grants, and transparency of TA assignments.

Members made the following recommendation to Dean Kello:

- Define the qualification of a TA
- Clarify the role of Graduate Dean in respect to TA allocation
- Development of the funding model should not be focused on creating incentives for graduate programs to fund graduate students on grants, but oriented towards fixing the immediate funding problems.
- Finding a model that works has been difficult and whatever model used should prioritize incoming graduate students.

Action: GRC will ask Graduate Dean Kello to provide more information on how other UC campuses allocate TA assignments.

V. **Review of Graduate Group Bylaws**

- **Physics Revised Bylaws**

GRC approved the name change of Physics with the provision that their Bylaws and Policies & Procedures would be reviewed before the end of the academic year. GRC briefly discussed the concern raised by CRE regarding the removal of a faculty member from the graduate group. Members had no additional concerns and agreed to request the revised Policies and Procedures from Physics.

Action: Senate Analyst will request the updated Policies and Procedure in track changes (or equivalent) from Physics.

- **Social Sciences Revised Bylaws**

As part of the information requested in advance of Program Review, GRC requested a new set of bylaws for review. The new document is expected to become binding for students enrolling in 2013-2014. GRC reviewed the suggestions received from CRE regarding the need to define the role of the faculty advisor. Members had no additional concerns and agreed to approve the revised Social Sciences Bylaws.

Action: Chair Leppert will forward the suggestions from CRE to the Social Sciences Graduate Group Chair.

VI. Policy Subcommittee- Chair Sayantani Ghosh

A. 2013-2015 Catalog Edits

GRC was asked to review the graduate studies section of the catalog. Revisions were requested from two graduate groups.

A motion was made, seconded and carried to approve the graduate studies section of the catalog.

Action: Senate Analyst will send approved graduate studies section to the Graduate Division, Registrar and Office of Student Affairs.

B. Graduate Group Policies & Procedures

On October 9, GRC was asked to address the issues concerning the overall campus policy on critical examination outcomes. GRC's review is required before the call for annual review of the Graduate Group Policies and Procedures is sent out. GRC discussed the subcommittee comments on the draft memo to graduate groups and proposed revisions to the Graduate Advisors Handbook.

A motion was made, seconded, and carried to approve the revision to the Graduate Advisors Handbook regarding the critical examination outcomes.

GRC reviewed the draft memo to graduate groups and agreed to set a submission deadline of May 7, 2013.

Action: Senate Analyst will send the call for annual review of the Graduate Group Policies and Procedures.

VII. Discussion Item: CRF On-line System

GRC received the proposal and cost estimate from SOE Assistant Dean German Gavilan. Dean Kello believes the proposal is feasible. He will be speaking with the Provost/EVC about the CRF on-line system and believes funding will be made available.

Action: Senate Analyst will send updated graduate CRF approval workflow to Dean Kello.

VIII. Discussion Items:

- Joint Senate Administration Advisory Committee on Research Safety

GRC reviewed the EVC Memo to VCR Traina on the delegation of authority. Members suggested including the Schools on the committee, including faculty from different disciplines, having Executive Committee representation, and consulting with the Schools before any policy implementation occurs.

Action: GRC will continue the discussion at the next meeting.

- Research Recharge Subcommittee

In the past, the recharge committee has been focused on non-research facilities and VCR Traina is proposing a new composition for a joint Senate-Administration subcommittee. Members

discussed the VCR memo to Senate Chair (3/13) and supported the formation of the committee.

There being no further business, the meeting adjourned.

Attest:

Valerie Leppert, Chair

Minutes Prepared by:

Mayra Chavez, Senate Analyst