

**Graduate Council (GC)**  
**Tuesday, December 2, 2014**  
**1:30-3:00pm**  
**KL 362**

**Materials available on UCMCROPS:**

 GC 2014-2015 Resources / Meetings: Agendas & Packets / December 2, 2014

AGENDA	Pg.	Time
<p><b>I. Chair’s Report – Professor Kathleen Hull</b>            - GC December 16 meetings scheduled from 9:30-11:00am in SSB 250.</p>		<b>5 min</b>
<p><b>II. GC Representatives- Professor Michael Dawson</b>            - PROC (11/19)</p>		<b>5 min</b>
<p><b>III. Consent Calendar</b>            - Approval of the Agenda            - Approval of the November 4 Meeting Minutes</p>		
<p><b>IV. Proposed Revisions to the Policy for New Graduate Programs</b>            The GC Policy Subcommittee was asked to review the proposed revisions to the GC Policy for New Graduate Programs. The policy has not been revised since its original approval of January 19, 2010 and with the recent revisions to the CCGA Handbook major revisions are needed.</p> <ul style="list-style-type: none"> <li>• Revised Policy for New Graduate Programs (track-changes)</li> <li>• Revised Policy for New Graduate Programs (clean)</li> </ul> <p><b>Action:</b> Review and approve revisions to the Policy for New Graduate Programs.</p>		<b>10 min</b>
<p><b>V. Interdisciplinary Humanities Graduate Group Policies and Procedures</b>            Expedited review is requested for the IH Policies and Procedures as the graduate group does not have an approved document and the CCGA proposal is used to answer any procedural questions for students and faculty.</p> <ul style="list-style-type: none"> <li>• <a href="#">UCM Policies and Procedures Template</a> (hyperlinked)</li> <li>• Proposed IH Policies and Procedures</li> </ul> <p><b>Action:</b> Review the IH Policies and Procedure and respond to the graduate group.</p>		<b>10 min</b>
<p><b>VI. Review of Graduate Group Bylaws</b>            Graduate Groups were asked to submit their current Bylaws by December 1. Groups were advised that: (1) Graduate Group Bylaws developed or revised after April 2, 2014 should be prepared as a Word document and formatted according to the approved template and (2) bylaws developed before April 2, 2014, GC strongly recommends that groups adopt the current Graduate Group Bylaws template; at the very least, however, group bylaws should contain all the information that is specifically outlined in the template.</p> <ul style="list-style-type: none"> <li>• Applied Mathematics Graduate Group Bylaws</li> <li>• Chemistry and Chemical Biology Graduate Group Bylaws</li> </ul> <p><b>Action:</b> Review revisions (if applicable) and response to Graduate Groups.</p>		<b>10 min</b>

- VII. Guest: Eric Cannon, Graduate Division Financial Analyst** **10 min**
- **New 2015-2016 First Year Fellowship Guidelines**  
GC is asked by the Graduate Division to review and provide feedback on the new draft 2015-2016 First Year Student Fellowship Guidelines.
- Graduate Dean’s Fellowship (“top off” recruitment fellowship handled by graduate groups and Graduate Dean)
  - John and Victoria Elia Fellowship
  - Graduate Dean’s Recruitment Fellowship
- Action:** Review guidelines and send edits to the Graduate Division by December 3.
- VIII. Discussion Items: Exemptions Data** **15 min**
- **Student Employment**  
GC asked the Graduate Division to provide data on the most common exemptions requested by Schools. Graduate Division provided a data on student employment exemptions grants in AY 2014-2015.
- **English Examination Requirement**  
Graduate Council is asked to determine if the TOEFL minimum score should change to be more aligned with other UC campuses (average is 80 and UCM is 68).
- TOEFL exceptions for Admission & TA (Last 3 Years)
  - TOEFL Analysis
- Action:** Determine if the TOEFL minimum score should be increased to 80.
- **Admissions**  
For the AY 2014-2015 admissions cycle, the Graduate Dean exceptions have only been tracked manually through a spreadsheet. Prior to this year, any exceptions granted have not been tracked. Moving forward, Graduate Division will be looking for a solution to be able to run reports on this kind of data (possibly tracking exceptions in banner).
- IX. Systemwide Review Items:** **15 min**
- **Proposed Presidential Policy on Open Access**  
GC has been extended the opportunity to opine on the proposed draft Presidential Policy on Open Access, which is based on the Academic Senate Open Access Policy for all Academic Senate members adopted on July 24, 2013. The proposed new policy extends open access rights and responsibilities to all non-Senate members of the UC system who are authors of scholarly articles, including faculty, other academic personnel, students, administrators, and staff. In addition, the proposed policy outlines procedures for implementing the policy for all UC authors, both Senate and non-Senate.
- Action:** Review and provide comments to Senate Chair Sun by December 12.
- **Proposed Amendments to Senate Regulation 682**  
GC has been asked to review and provide comments (as one of the lead reviewers for the Division) on the CCGA’s proposed change to SR 682 that specifies the interval between the filing of advancement to candidacy for a Master’s degree and the conferral of the degree.

The revision would allow individual graduate divisions to decide the timeframe for advancement to candidacy.

**Action:** Review and prove comments to Senate Chair Sun by December 12.

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

**10 min**