

Graduate Council (GC)
Thursday, September 12, 2013
1:30 p.m. – 3:00 p.m.

AGENDA	Pg.	Time
<p>I. Chair’s Report – Professor Valerie Leppert</p> <ul style="list-style-type: none"> - Welcome new and returning members - AY 2013-2014 Graduate Council Goals - Distribution list of GC Agenda and Minutes - DivCo (9/10) - Meeting with the Graduate Division Program Review Team (10/10) 		15 min
<p>II. Consent Calendar</p> <ul style="list-style-type: none"> - Approval of the Agenda 		
<p>III. Council Structure</p> <ul style="list-style-type: none"> - Subcommittees <p>In general, GC will operate with three standing subcommittees: Awards Subcommittee (makes recommendations for all graduate student fellowships), CRF Subcommittee (reviews and makes recommendations regarding all graduate courses), and Policy Review Subcommittee (reviews all campus and systemwide policies).</p> <ul style="list-style-type: none"> - CCGA Lead Reviewers <p>For the review of proposals to establish stand-alone graduate programs a GC member will be assigned as the lead reviewer. The CCGA lead reviewers coordinate the review of a specific CCGA Proposal from the moment the proposal is received by the Graduate Council. All Lead Reviewers are assigned as needed.</p> <ul style="list-style-type: none"> - GC Representatives <p>Two requests for GC volunteers have been requested to serve on the Academic Honesty Task Force and Senate-Administration Library Working Group.</p> <ul style="list-style-type: none"> • Academic Honesty Task Force Charge & Proposed Membership • Senate-Administration Library Working Group- Volunteer Request <p>Action: Identify GC members to serve on the subcommittees, as CCGA lead reviewers and GC representatives.</p>		10 min
<p>IV. Draft Graduate Council Committee Manual</p> <p>Background: Council Analyst drafted a manual intended to provide members with an overview of responsibilities and procedures that assist every member in carrying out the duties of the Graduate Council. The procedures and guidelines seek to improve the institutional memory, efficiency, and effectiveness of the Graduate Council.</p> <ul style="list-style-type: none"> • Draft Graduate Council Committee Manual <p>Action: Review and discuss the draft committee manual.</p>		5 min
<p>V. GC Conflict of Interest Policy</p>		3 min

Background: Last year, CRE and DivCo decided to “test run” the UC Riverside model of having each standing committee compose a COI statement (or equivalent) at the start of each academic year.

- [Senate Office- Conflict of Interest Policy](#)
- CRE Memo- Conflict of Interest Policy
- UCR Graduate Council- Conflict of Interest Policy

Action: Review request and approve for forwarding to the Policy Subcommittee. Policy Subcommittee will be tasked with drafting a GC Conflict of Interest Policy to be presented to GC at the September 26 meeting.

VI. 2013-2014 Graduate Program Review Policy 15 min

Background: Four programs currently scheduled to undergo program review and five graduate groups intend to submit a CCGA proposal this academic year. Physics submitted their CCGA proposal to GC on 8/16.

- [Graduate Program Review Calendar](#)
- [Graduate Program review Policy- Approved February 2012](#)
- Draft- Revised Graduate Program Review Policy
- Draft GC Memo- CCGA Proposal Submission to GC

Action: Determine next steps for programs that are currently scheduled to undergo program review in 2013-2014.

VII. Internal Review and Process for CCGA Proposals 10 min

Background: Physics submitted their CCGA proposal and Senate Chair López-Calvo has asked standing committees to opine by September 30. UGC and CAP have declined to comment. ME and EECS are expected to submit their proposal this Fall. GC anticipates that two additional proposals will be submitted for GC review in the spring term: Molecular Cell Biology and Material Sciences and Engineering. Last year, GRC developed a timeline and process to streamline the review process.

- Proposed Timeline
- GC Lead Pre-Review Packet
- UC Merced Internal Reviewers Packet
- Routing Instructions
- Physics CCGA Proposal

Action: Review and approve the internal review process for CCGA Proposals.

VIII. Proposed Course Buyout Policy 5 min

Background: In 2011, GRC began to consider issues surrounding the use of academic year salary funds from extramural grants for teaching release. On May 25, 2012, the Senate was asked to opine on the draft Course Buyout Policy developed in conjunction with the School Deans. The latest version of the Course Buyout Policy has been vetted by all School Deans. Provost/EVC Peterson has asked the Senate to opine on the proposed policy that will be implemented for five years.

- Timeline: Course Buy Out Policy
- GRC Memo to School Deans & Executive Committees (11/5/11)
- DivCo Memo to Provost/EVC Alley (6/8/12)
- Proposed Course Buyout Policy (9/6/13)

Action: Review proposed version of the Course Buyout Policy and provide comments to Senate Chair López-Calvo by September 23.

IX. Revised SACAP Charge **5 min**

GC has been asked to opine on the proposed revision to the Senate Administration Council on Assessment and Planning (SACAP) charge.

- Provost/EVC Memo
- Proposed Revisions to SACAP Charge

Action: Review proposed revisions and provide comments to Senate Chair López-Calvo by September 30.

X. Policy for Publishing Dissertations **10 min**

Background: Graduate Dean Kello has asked GC to opine on the policies for publishing and withholding dissertations with the implementation of Open Access. Concerns have been raised by SSHA graduate students regarding the effects of publishing their dissertation as some publishers may be unwilling to publish some version of it as a book.

- Email Request from Graduate Dean Kello
- UCM's Policy for Withholding Dissertations
- Compiled UC Policies

Action: Discuss request and provide comments to the Graduate Dean.

Upcoming GC Agenda Items:

- **Graduate Program Review Policy**

Action Requested: Propose revisions to the Graduate Program Review Policy that would allow the establishment of a joint Undergraduate-Graduate Program Review Committee.

- **Physics CCGA Proposal- the proposal was received on 8/16, standing committee comments due on September 30 to Senate Chair**

Action Requested: Review and approve the Physics CCGA Proposal.

- **Review of Graduate Group Policies and Procedures**

Action Requested: Assign GC reviewers and approved the Graduate Group Policies and Procedures submitted in May 2013.

- **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.

- **Graduate Regulations**

Action Requested: Discuss if GC should draft graduate regulations to be included in the UC Merced Regulations.

- **Coordination of Graduate Student Support Services**

Action Requested: Discuss how the coordination of services available to graduate students can best be leveraged by Graduate Division and Graduate Student Services.

- **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.

- **Graduate Advisors Handbook**

Action Requested: Review and approve the draft memo for forwarding to the Graduate Division.

- **Graduate Group and Graduate Student Updates- Dean Chris Kello**

Action Requested: Discuss updates and provide feedback to the Graduate Dean.