

Revised- Graduate Council (GC)

Thursday, September 26, 2013

1:30 p.m. – 3:00 p.m.

	AGENDA	Pg.	Time
I.	Chair's Report – Professor Valerie Leppert		5 min
	- DivCo (9/24)		
	- Update on the Vice Provost/Dean of Graduate Education Search		
	- Reminder: Graduate Division Program Review Team- October 10 (3:45-4:30pm, KL 232)		
II.	Consent Calendar		
	- Approval of the Agenda		
	- GC Member Assignments & CCGA Lead Reviewer Assignments		
III.	Campus Review Item: UCM Smoke and Tobacco Free Policy		2 min
	Background: In January 2012 UC President Yudof announced that all UC owned and controlled property would become smoke and tobacco free by January 2014. In response to President Yudof's announcement, the UC Merced Smoke and Tobacco Free Steering Committee was charged with preparing a campus-specific policy for UC Merced. The policy will be finalized in November and will go into effect January 1, 2014.		
	<ul style="list-style-type: none"> • Draft UCM Smoke and Tobacco Free Policy & FAQ 		
	Action: Review and provide comments to Senate Chair López-Calvo by October 1.		
IV.	GC Conflict of Interest Policy		2 min
	Background: Policy Subcommittee was tasked with drafting a GC Conflict of Interest Policy based on the UC Riverside Graduate Council statement.		
	<ul style="list-style-type: none"> • Draft- GC Conflict of Interest Policy 		
	Action: Review request and approve for forwarding to the Policy Subcommittee.		
V.	2013-2014 Graduate Program Review Policy		10 min
	Background: Four programs currently scheduled to undergo program review. All except Social Sciences will be submitting a CCGA proposal this academic year. In May 2013, GRC was asked to revise the Graduate Program Review Policy to allow the establishment of a joint Undergraduate-Graduate Program Review Committee.		
	<ul style="list-style-type: none"> • Graduate Program Review Calendar (hyperlinked) • Draft- Revised Graduate Program Review Policy with Comments • Member Individual Comments 		
	Action: Determine next steps for the program currently scheduled to undergo program review in 2013-2014. Discuss the revised Graduate Program Review Policy.		
VI.	Draft Graduate Council Committee Manual		8 min
	Background: Draft manual aims 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.		

- Draft Committee Manual with Member Comments

Action: Review and discuss the draft committee manual.

VII. Review of Graduate Group Policies and Procedures **3 min**

Background: On May 2, GRC sent the call for annual review of Graduate Group Policies and Procedures. Deadline for submission was May 21, 2013. BEST, CIS, and ME did not submit their revised document.

- Memo to Graduate Groups (5.2.13)
- Proposed GC Reviewer Assignments
- Draft- Review Criteria Worksheet

Action: Approve GC reviewers and review criteria worksheet.

VIII. Graduate Advisors Handbook **5 min**

Background: In May 2, GRC sent a call for annual review of Graduate Group Policies and Procedures. While discussing the timeline for review, members found that language approved in AY2011-2012 had not been incorporated in to the Graduate Advisors Handbook. The Graduate Division recently uploaded the updated 2013-2014 Handbook to their website.

- [2013-2014 Graduate Advisors Handbook](#) (hyperlinked)
- Draft GC Memo to Graduate Division- GAH Review
- Grad Dean proposal for coordinating revisions to the GAH

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

IX. Proposed Policy for Thesis/Dissertation Embargoes **5 min**

Background: At the last GC meeting, members recommended asking the Graduate Group Chairs for feedback on how the current dissertation policy may impact their specific fields. The Council was in favor of drafting and implementing a policy similar to UC Berkeley.

- Draft- Policy for Thesis/Dissertation Embargoes

Action: Review and approved the draft policy for inclusion in the Graduate Advisors Handbook.

X. Graduate Division Self-Study Report **10 min**

Acting Graduate Dean Kello asked GC to review the draft Graduate Division Self-Study Report prepared for the Graduate Division External Review Team.

- Graduate Division Self-Study Report
- Appendices for the Graduate Division Self-Study Report
- Member Comments

Action: Discussion and provide feedback to the Graduate Dean.

XI. Graduate Group and Graduate Student Updates- *Dean Chris Kello* **10 min**

Background: Last year, Graduate Dean Kello asked GC to opine on the draft internal funding model for graduate students and programs. GC asked Graduate Dean Kello to provide more information on how other UC campuses allocate TA assignments.

- AY 2013-2014 Funding Model
- Final Graduate Student SIR
- Online Application System

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

XII. Pre-Review: Physics CCGA Proposal- Valerie Leppert, Lead Reviewer 30 min

Background: Physics submitted their CCGA proposal to GC on 8/16. Senate standing committees were asked to opine by September 30. CAP and UGC declined to comment. CRE and FWDAF had no objections and recommended moving forward with the proposal. Chair Leppert conducted the pre-review.

- Physics CCGA Proposal submitted 8/16/13
- GC Lead Reviewer Pre-Review Packet
- CAPRA Comments
- COR Comments
- Graduate Dean Kello Comments
- ALO Martin Comments
 - Examples of UCM & WASC Proposals Assessment & Curriculum Requirements
 - Physics Student Faculty Matrix
- Provost/EVC Peterson Comments- *pending*

Action: Review pre-review and comments provided. Determine and draft GC's recommendation to Physics.

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.

- **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.