

**Graduate Council (GC)****Minutes of Meeting****March 8, 2016**

Pursuant to call, the Graduate Council met at 1:00 pm on March 8, 2016 in room 360 of the Kolligian Library, Chair Michael N Dawson presiding.

**I. Consultation with Professor Ashlie Martini, SOE**

Professor Martini summarized the concerns of the Mechanical Engineering (ME) graduate group with regard to UCM's minimum TOEFL speaking score of 26. ME believes that this minimum required score is having an adverse effect on its graduate applications: there may be potential applicants who may have considered applying to UCM, but did not do so because of the posted minimum TOEFL speaking score.

ME requests that GC reevaluate the TOEFL speaking score threshold to either 1) remove the minimums on the individual sections within the TOEFL exam or 2) add a note to the graduate admissions website to reflect the reality of the ME application process that students who do not meet the minimum TOEFL speaking score can still be interviewed, tested by UCM, and admitted upon approval by the VPDGE.

GC members discussed the speaking score of 26 and how it compares to that of other UC campuses for which information was provided (it is comparable). A GC member suggested instituting a separate criterion for those students who will serve as TAs, i.e. dissociating admissions criteria from TAing criteria. If the Graduate Division agrees to modify its website - to state that those students who do not meet the minimum speaking score can still apply and be admitted at the VPDGE's discretion - it would be best to occur before fall semester applicants.

**ACTION:** Further data and discussion are needed. GC may consult with graduate groups regarding their experience with the TOEFL minimum speaking score, admissions, and TAing.

## II. Chair's Report

Chair Dawson updated GC members on the following:

--March 2 CCGA meeting. Major topics of discussion included:

- the systemwide Senate is trying to convey to state legislators the distinction between the UC and CSU systems as they conduct budgetary hearings.
- it remains unclear whether the state will fund \$600 million for additional graduate students requested given the extra 5,000 undergraduate students that the 10 campuses are required to accept. A decision on this matter will be reached in early April.
- systemwide Provost Aimée Dorr will release a letter about the importance of Graduate Research Day at the state capitol.
- the process by which students register to take courses at other UC campuses will be improved by moving to an electronic system.
- Provost Dorr spoke to CCGA members about self-supporting programs (SSP) and the issues surrounding them. Discussion points at CCGA have included whether they represent a move towards privatizing UC education, how much should be returned to aid, whether profits should be distributed in part to the campus as well as the offering unit, that SSPs historically have targeted students who go on to obtain lucrative careers (law) but they seem to be expanding into other areas (e.g. nursing). UCM does not have SSPs, but the campus may have to begin to consider which future programs of this type it will create.

--March 7 Division Council meeting. The main item of discussion was how to more effectively assess and reward the service contributions of faculty members on Senate committees. One suggestion was to require

the chairs of each committee to write a brief report on each of his/her members at the end of each term which would subsequently be taken into consideration in future advancement and promotion reviews, matched by member reports on the Chair. No decisions made.

III. Consent Calendar

**ACTION:** Today's meeting agenda and the February 16 and 23 meeting minutes were approved as presented.

IV. Upcoming Review Items

This semester, GC must review the Graduate Advisors Handbook, graduate group policies and procedures, and the graduate sections of the university catalog for AY 16-17.

**ACTION:** Before spring break, Chair Dawson will draft a list of suggested GC reviewers for each item and circulate to GC members. Members are asked to respond as soon as possible with any conflicts of interest or concerns over workload.

V. Concentrations and Designated Emphases Policy

Endorsed by Division Council on March 2, GC can move forward to the implementation phase. Graduate group chairs will be asked to submit, by the beginning of April, their plans for proposing new concentrations or emphases to GC. With regard to reviewing the proposals, the GC chair suggested a similar process to that of reviewing proposals to establish PhD programs.

**ACTION:** Chair Dawson will draft a memo to the graduate group chairs with a request to receive, by April 1, their intentions on proposing concentrations or designated emphases. To aid in the graduate group chairs' proposals, the GC analyst will formulate an instructional template, similar to that of the graduate group policies

and procedures template. This instructional template will be shared with GC at the April 5 meeting.

#### VI. Campus Review Item

Prior to this meeting, Senate committees were asked to review a proposal from the Provost/EVC and Office of Student Affairs to formalize a 12-week Part of Term during summer session.

GC members endorsed the proposal: given the complexity of graduate education, the Council agreed that a 12-week session is appropriate for graduate courses. This led to a brief discussion on offering graduate courses through Extension. A Council member stated that CalTeach is considering offering graduate courses in this manner with a certificate program and inquired what GC's responsibility is in reviewing these courses, since GC's bylaws state that the Council "Advises on graduate matters of University Extension". The VPDGE stated that the Graduate Division is interested in establishing a course (to be discussed at the April 5 meeting). ALO Martin related that WSCUC has just begun to inquire about UCM's certificates for reporting purposes with regard to federal funding aid to students. She will learn more at the April WSCUC conference.

**ACTION:** GC analyst to contact today's absent members and ascertain whether they agree with GC's endorsement of the 12-week Part of Term summer session. Hearing no objections, GC's endorsement memo will be forwarded to the Senate Chair by the deadline of March 15.

#### VII. Consultation with VPDGE Zatz

- The Graduate Division has received 684 applications. Of these, 283 were granted admission. She also reported receiving 51 Statements of Intent to Register (SIR) compared to 29 at this time last year.

- Of the students who were offered recruitment fellowships, 7 have submitted SIR, 9 have declined, and the remaining have not yet responded.
- Graduate Student Advocacy Day is March 16. The VPDGE is taking two students to the state capitol to speak to legislators.
- The Chancellor's inaugural dialogue on diversity and interdisciplinarity will be held on March 17. This event will include a graduate student luncheon and an evening reception.
- Representatives from the Andrew W. Mellon Foundation will visit campus on March 18 to discuss undergraduate research opportunities and preparing them for graduate school at other UC campuses

There being no further business, the meeting adjourned at 2:30 pm.

Attest:

Michael N Dawson, GC Chair