

**Graduate Council (GC)**  
**Meeting Minutes**  
**Wednesday, May 14, 2014**

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**I. Chair's Report – Professor Valerie Leppert**

- CCGA (5/7)

At the May 7 meeting, CCGA discussed the Graduate Council's memo requesting a renewal of IIGP and CCGA approved the renewal and are now requesting a listing of the remaining IIGP Emphasis and the timeline for development of a CCGA Proposal. Chair Leppert also announced her appointment as Vice Chair of CCGA for AY 2014-2015.

- DivCo (5/12)

Chair Leppert reported that the revised graduate program review policy and revised PROC charge were endorsed on May 12. DivCo also discussed the revisions to the MAPP that allow the School Dean to stop a search if the pool is not diverse enough.

**II. Dean's Report – Professor Chris Kello**

- Stamats (5/2)

Dean Kello indicated that the next step will be writing the Dean's final report that will be presented within the next 3 weeks. In general, one of the most surprising recommendations made by Stamats was that marketing the campus as small does not appeal to graduate students. Another interesting note was that the accredited status of graduate programs is not well known within the campus community. Moving forward, Dean Kello will work with ALO Martin to make sure language on accreditation is available on the Graduate Division website. A member voiced their concern with the recommendation made to recruit heavily from the UCM undergraduate population for graduate programs. GC was in agreement to not support the recommendation to recruit heavily from the current campus undergraduate population.

**III. Consent Calendar**

- The agenda was approved as presented.

- The CRF request to discontinue CHEM 213 was unanimously approved.

**IV. Campus Review Items:**

**A. FWDAF Memo on Diversity Hires**

GC was asked to opine on the Committee on Faculty Welfare, Diversity, and Academic Freedom (FWDAF) memo regarding diversity hires. On the memo, FWDAF recommended that the faculty lines available for next year be used to find candidates that contribute to diversity.

**Action:** GC will send comments to Senate Chair López-Calvo by May 15.

**B. Undergraduate Council Reorganization**

Standing committees were asked to opine on the possible reorganization of the Undergraduate Council. In response to DivCo's request, the Graduate Council discussed the possible reorganization and had the following comments based the Graduate Research Council's split last year into Graduate Council and the Committee on Research.

**V. Graduate Council White Paper on Graduate Student Enrollment**

The 2020 plan outlines a tripling of graduate student enrollment in the next six years. Faculty and graduate groups, who must ultimately admit graduate students, perceive several barriers to achieving this goal. The white paper seeks to outline these barriers and possible solutions to overcoming them.

**Action:** GC will review and approve a revised copy of the white paper via email.

**VI. Graduate Council Committee Manual**

The purpose of the manual is to provide members with an overview of responsibilities and procedures that assist every member in carrying out the duties of the Graduate Council. These procedures and guidelines seek to improve the institutional memory, efficiency, and effectiveness of the Graduate Council. The GC Policy Subcommittee and Graduate Dean Kello have provided comments.

A motion was made, seconded and carried to approve the Graduate Council Committee Manual.

**Action:** GC will send an email notification to Senate Chair López-Calvo.

**VII. Graduate Student Mentoring Guidelines and Best Practices**

Graduate Council solicited feedback on the draft graduate student mentoring guidelines from: GSA, Graduate Division, Campus Ombudsman, Graduate Group Chairs, Graduate Group Coordinators and Division Council. Members briefly discussed the comments received from Graduate Dean Kello, Campus Ombudsman, CCB Graduate Group Chair and the SNS Graduate Group Coordinator.

**Action:** GC will review and approve a revised draft via email.

**VIII. Draft Bylaws Policy and Template for Graduate Groups**

The draft policy and template were created based on Graduate Group Chair comments requesting examples of a Graduate Council approved template for new and proposed modifications to existing graduate group bylaws. The proposed documents are based on the [UC Davis Graduate Program Bylaws Template](#) and [UC Davis Bylaws Policy for Graduate Groups and Departmentally-Based Graduate Programs](#). GC reviewed the comments from CRE and approved the draft Policy for Graduate Groups Bylaws and draft Graduate Group Bylaws Template.

**Action:** GC will send an email notification to Graduate Groups and Senate Chair López-Calvo.

**IX. Systemwide Review Item: [Proposed Revisions to the Compendium](#)**

The Academic Planning Council (APC) proposed changes to the Compendium which formalizes systemwide review processes to establish, transfer, consolidate, disestablish and discontinue academic programs, schools, colleges, and research units. Systemwide Provost Dorr provided a [transmittal letter](#) and [summary of the proposed changes](#).

The proposed revisions included:

1. deletion of reference to the California Postsecondary Education Commission;
2. changes to Five-Year Planning Perspectives reporting;

3. clarification of circumstances in which actions involving undergraduate degree programs are subject to system level review;
4. modification of provisions on research units (including a new section on Multicampus Research Programs); and,
5. a simplification of the Joint Graduate Board review process in the event of agreement on proposed joint degrees.

Members reviewed the proposed revisions and had no objections or comments.

**Action:** GC will send memo to Senate Chair López-Calvo by May 23.

**X. Executive Session**

No minutes were recorded for this portion of the meeting.

There being no further business, the meeting adjourned.

Attest:

Valerie Leppert, Chair

Minutes Prepared by:

Mayra Chavez-Franco, Senate Analyst