

GRADUATE COUNCIL (GC)**Minutes of Meeting****Sept 7, 2017**

Pursuant to call, the Graduate Council met at 3:00 p.m. in Room 362 of the Kolligian Library, Chair Susan Amussen presiding.

Present: Leroy Westerling, Maria DePrano, Sholeh Quinn, and Marjorie Zatz. Hrant Hratchian and Andy LiWang participated by telephone. Laurie Herbrand, the Registrar and consultant to the committee, was also present.

I. Welcome and Introductions

All were welcomed.

II. Chair's Report**A. Divisional Council Meeting**

At its August 28, 2017 meeting, Divisional Council discussed Senate priorities for the three campus initiatives that emerged from the August 13-14 Governance Retreat: (1) Academic Planning, (2) School Restructuring, and (3) Budget policy development for indirect cost returns, carry forward, and instructional budgets. Divisional Council also recommended to the Periodic Review Oversight Committee changes to the appointment terms of Senate committee representatives to PROC. With PROC's approval, these changes will be initiated this academic year. Divisional Council recommended to the Provost that campus endorsement of the Open Access 2020 Expression of Interest.

III. Vice Chair's Report – Leroy Westerling**A. Periodic Review Oversight Committee (PROC; 8/28)**

At its August 28, 2017 meeting, the Periodic Review Oversight Committee determined the academic program review liaison assignments for the Senate members of PROC. Program reviews for the Psychological Sciences and QSB graduate programs will be initiated in January of this year. PROC also requested additional information from Environmental Systems before drafting the closure report, which will come to Graduate Council.

IV. Consent Calendar

The agenda and [Graduate Council Calendar](#) for Academic Programs and Courses were approved as presented.

ACTION: Post the Graduate Council Calendar on the Graduate Council website and disseminate it to graduate group chairs.

V. Informational Item: Anticipated Business for AY 2017-18

Members reviewed the following list of anticipated business for Graduate Council for AY 2017-18.

- Review four CCGA proposals for new academic degree programs.
- Develop, revise and/or finalize the following policies
 - Policy for the approval of Extension certificate programs
 - Policy for approving appointment of graduate student instructors to upper division courses.
 - [Procedures](#) for proposing new graduate groups and degrees
 - [Policy](#) for establishing concentrations and designated emphases
 - [Graduate Program Review Policy and Procedures](#)
- Provide representation to campus workgroups: academic planning, school reorganization, and development of budget policy and instructional budgets

- Review CRFs, Graduate Group Bylaws, and Policies and Procedures
- Recommend student fellowship recipients
- Comment on System and campus review items

VI. Graduate Council Goals for AY 2017-18

Members identified the following goals for this academic year.

- Identify and communicate to the administration budget needs for both interdisciplinary and “vertically aligned” graduate groups. Intersecting topics and initiatives include revisions to indirect cost return policy, TAs planning to be undertaken by Dean Zatz this year, and the work of the school reorganization and budget policy work groups.
- Dean Zatz identified three goals for this year: (1) Submit for Graduate Council’s review an updated Graduate Students Rights and Responsibilities document; (2) Bring forward a proposal to establish the Graduate Student Assistant Research (GSAR) position on campus; (3) Develop a proposal to formally integrate consideration of faculty contributions to graduate mentoring in the faculty tenure and promotion process. Members cautioned such a proposal must take into consideration the diversity of faculty opportunities to mentor graduate students. A suggestion was made that this effort might be integrated into VPF’s initiatives to strengthen the academic personnel review process.
- Discuss ways to ensure funding is available to DACA graduate students.

VII. Conducting Committee Business – *Chair Ghezzehei*

Members reviewed the following aspects of conducting committee business.

- [Guide to Committee Membership](#)
- Confidentiality
- Meeting Schedule
- Executive Session
- Managing Work
- [Committee Duties](#)
- [GC Conflict of Interest Policy](#)

In discussing these elements, the chair affirmed that meeting discussions are confidential and deliberative, with GC’s final decisions and opinions communicated through its correspondence. Executive sessions are held occasionally and non-voting members, consultants, and guests are invited to participate as appropriate to the topic by the chair. Committee members will be asked to lead agenda items on a meeting by meeting basis. To the committee’s manage workload, the committee chair will determine which review items the committee will be asked to comment on.

ACTION: Members are asked to review the committee’s duties and conflict to interest policy.

VIII. Establish Subcommittees & Identify Representatives to non-Senate Committees

GC identified representatives for the following.

- Policy Subcommittee of GC: Chair Ghezzehei, Vice Chair Westerling, and Hrant Hratchian.
- CRF Subcommittee of GC: Chair Ghezzehei, Sholeh Quinn, and Andy LiWang
- Fellowship Chair: Fred Wolf, possible
- Enrollment Management Committee: Maria DePrano
- WSCUC Steering Committee: Sholeh Quinn for fall 2017 only

IX. Graduate Group Policies and Procedures

A. [Psychological Sciences](#)

Members unanimously approved the revised Policies and Procedures (P&P) for the Psychological Sciences graduate program, finding them complete and well done.

ACTION: The Chair will transmit GC's approval to the program.

B. [Biological Engineering and Small Scale Technologies](#) (BEST)

Members identified several questions warranting further consideration at the next Graduate Council meeting.

ACTION: Place on the September 18, 2017 Graduate Council agenda.

X. Informational Item: Upcoming PDST Proposal

Members reviewed the context for the anticipated application for professional degree supplemental tuition (PDST) for the program leading to a Masters of Management offered by the Graduate Group in Management of Innovation, Sustainability, and Technology. VPDGE Zatz encouraged members to review the application with the goal of strengthening the proposal in preparation for its review by the systemwide Senate and the Regents.

XI. BEST 299: Cells as a Machine

This item was tabled for discussion at the September 18, 2017 meeting.

ACTION: Place on the September 18, 2017 Graduate Council agenda.

XII. Planning for 2020 Impact on Graduate Education

This item was addressed during Graduate Council's discussion of agenda item VI. Graduate Council Goals for AY 2017-18.

XIII. Consultation with VPDGE Zatz

- A. Fall 2017 enrollments: 589 graduate students registered thus far this fall, including 155 new students.
- B. The Competitive Edge Summer Bridge program was very successful. Twenty students, all underrepresented in higher education, completed the two month program.
- C. Graduate Division will be hosting a Humanities/Humanistic Social Sciences Jobs Day on November 2 and Data Science Day in March, building on successful initiatives from AY 2016 -17.
- D. Graduate Division will be bringing forward a proposal for a course developed as part of a grant funded program.

XIV. Informational Items

- June 6, 2017 - [The results](#) of the Academic Senate's review of the Draft Presidential Policy on Export Controls were transmitted to the Vice Provost for Academic Personnel.
- July 18, 2017 - [Academic Council's support](#) for proposed changes to the Retirement Savings Plan funds menu were transmitted to the UC Chief Investment Officer.
- July 18, 2017 - [The Academic Council's endorsement](#) of UCAF's statement expressing concern about the Anti-Semitism Awareness Act was transmitted to President Napolitano, together with a request to share UCAF's statement with the UC Office of the Federal Governmental Relations for their use.
- July 27, 2017 - [Academic Council's endorsement](#) of the report from BOARS on the "Compare Favorably" policy for the admission of nonresident undergraduates was transmitted to President Napolitano.
- July 27, 2017 - [Academic Council's approval](#) of a new MPH at UC San Diego was transmitted to Provost Dorr.
- August 3, 2017 - [The results](#) of the Academic Senate's review of the revised Presidential Policy on Electronic Information Security were transmitted to the Vice Provost for Academic Personnel. The Senate

does not support the current version of the policy. [CoR's comments](#) on this policy were transmitted on behalf of the Division to Chair Chalfant on July 14, 2017.

Prepared by Laura Martin

Attest: Teamrat Ghezzehei, Chair