

GRADUATE COUNCIL (GC)
Minutes of the Meeting
Wednesday, November 13, 2019

Members present: LeRoy Westerling, Chair; Hrant Hrachian, Vice-Chair; Ahmed Arif, Chih-Wen Ni, Maria DePrano*, Marjorie Zatz*, Shawn Newsam, Stephanie Woo (* denotes by Zoom)

Members absent: Alex Theodoridis, Linda-Anne Rebhun, Brandon Batzloff (student representative)

Consultants present: Erin Webb, Jerrold Shiroma. Guest: Kurt Schnier

I. Executive Session

There was no executive session at this meeting.

II. Chair's Report - Chair Westerling

A. [Divisional Council Meeting](#) (10/30).

DivCo discussed the possibility of offering medical education, with the State funding students to be trained in partnership with UCSF-Fresno.

B. [CCGA Meeting](#) (11/6)

CCGA discussed adding mentoring to teaching in APM. CCGA was invited to propose, through GCs, criteria or metrics on successful mentorship, and making assessments in the future based on it. UCOP's plans to shift Graduate Education administration from Research and Graduate Studies to a new office for student success were also discussed. Concerns were raised about decoupling graduate education and research, a particular concern for STEM.

III. PROC Update – PROC Liaison DePrano

Members discussed the [Chemistry and Chemical Biology](#) and [Cognitive and Information Sciences](#) self-studies and initiated discussion of the associated charges to the review teams. It was noted that the content of the two studies was quite different and that is not unusual. The PROC liaison suggested it would be helpful to develop a set of guidelines for drafting self-studies, a work group for which could include the GC Vice Chair and the authors of particularly strong self-studies, as well as others.

ACTION: GC develop guidelines for program self-studies in spring 2020.

IV. Consent Calendar

A. The agenda (11/13)

B. [Minutes](#) from 10/9 meeting

C. [MBSE Bylaws](#).

D. [Petition](#) to appoint Byran Fuhrmann, a graduate student, to teach ENVE 184, Field Methods in Environmental Chemistry, in Spring 2020.

E. CRFs

- [MBSE 294](#) Responsible Conduct of Research
- [QSB 294](#) Responsible Conduct of Research
- [PHYS 291](#) Physics and Chemistry Seminar
- [QSB 207](#) Physical Biochemistry

The Consent Calendar was approved as presented.

V. Campus Review Items

A. [Bachelor of Science in Civil Engineering \(CE B.S.\) Proposal](#)

Members noted that the proposal did not address the impact of increasing undergraduate student population on graduate courses. It was also reported that the library was not consulted on resources implications of this new program.

ACTION: Transmit a memo to the Senate Chair, requesting a comprehensive 5-year teaching plan.

VI. Discussion Item: Graduate Student Fellowships

Members discussed [proposed revisions to the recruitment fellowship process](#) and the fellowship [timeline](#) proposed for this year. The GC Vice Chair reported he presented both items to the graduate group chairs on November 4 and that the graduate group chairs raised no objections. In consultation with the graduate group chairs, it was also determined that each graduate group would provide, by the next graduate group chairs meeting in December, three faculty members to participate in fellowship reviews. Graduate Division would work with the chairs with this.

ACTIONS: The Chair will notify Graduate Division of GC's approval of the proposed revisions to the recruitment fellowship process and the timelines.

The Vice Chair will request from the Graduate Group Chairs, via Graduate Division, three reviewers per graduate group.

VII. Revised Graduate Policy and Procedures Handbook – Chair Westerling

Members approved the revisions to the Handbook made in response to Graduate Council's spring 2019 recommendations, and agreed with Graduate Division to defer several proposed revisions until spring 2020. Members also agreed with Graduate Division's request that the Senate add to the template for Policies and Procedures a section on GSR selection criteria. It was also recommended that GC enact a sunset clause for graduate group Policies and Procedures to facilitate regular review and support uniformity.

ACTIONS: The Chair will transmit GC's approval of the revised Handbook to the Graduate Division.

The analyst will draft the addition of a section on GSR selection criteria to Graduate Council's Policies and Procedures template and will work with the policy subcommittee to develop a regular review timeline (and sunset) for program P&Ps to ensure regular review.

VIII. Consultation with VPDGE

VPDGE invited GC members to attend a half-day meeting, the week before classes start, on the graduate student funding model. The Chair proposed that he meet with VPDGE to discuss spring revision to the Graduate Policies and Procedures Handbook and Academic Planning. Also discussed was the need for the VPDGE's office to complete its review of the Graduate Student Rights and Responsibilities document following GC's discussion of the draft document earlier in the semester. The VPDGE encouraged GC members to apply for the grant for diversifying professoriate.

IX. Graduate Student Funding Model –APAPB Kurt Schnier

Members continued their consultation with Associate Provost for Academic Planning and Budget regarding modifications to the graduate student funding model, with a focus on incentivizing grants and the incentive structure for Master's students/programs. Members pointed out that the model does not differentiate between self-funded and traditionally funded students, and that the current model (where large masters' programs receive less funding per student) runs contrary to the campus goal of increasing the number of masters' students. Members suggested that APAPB provide a short (one-page) summary of assumptions that the model is based on, accompanied by a Q&A page. APAPB would like GC to define the principles that drive the model. A member pointed out that, even though the model's stated intent is to encourage funding by grants, it is not obvious how this incentive is factored in. Chair suggested having some scenarios at GC level to test it out.

ACTION: GC will develop principles to guide model parameters at a future meeting.

Meeting adjourned at 3:00PM