MEMBER PRESENT: Hrant Hratchian, Vice-Chair; Maria DePrano, Alex Theodoridis*, Chih-Wen Ni, Ahmed Arif, Shawn Newsam, Linda-Anne Rebhun*, Stephanie Woo, Marjorie Zatz, Brandon Batzloff (student representative)

MEMBERS ABSENT: LeRoy Westerling

CONSULTANTS AND GUESTS: No consultants or guests were present at this meeting.

I. EXECUTIVE SESSION

II. VICE CHAIRS’ REPORT

At last grad chairs meeting, Vice Chair (VC) found support for the GC-Grad Division proposal for handling fellowship application and review process, and associated timelines. VC will be reaching out the Grad Chairs to recruit reviewers.

III. CONSENT CALENDAR

A. The agenda (11/20)
B. Minutes from 10/23 meeting
C. CRF

   - CHEM 291 Chemistry Seminar

The Consent Calendar was approved as presented.

IV. CAMPUS REVIEW ITEMS

A. Resolution to Address Climate Change —Chair Westerling

Chair prepared a written statement, which Vice Chair read. Vice Chair agreed with the Chair’s comment that, while the overarching goals are laudable, the resolution’s proposals create overlap and redundancy with existing activities and initiatives.

   ACTION: Transmit memo expressing concerns articulated in Chair’s comments, and encouraging to work together with existing activities and initiatives.

V. CONSULTATION WITH VPDGE

VPDGE had planned not to attend, but attended at this point to address a new business. See below.

VI. NEW BUSINESS?

A. Mechanical Engineering Petition to have an instructor with MS to teach 1-unit S/U technical writing course to PhD students

VPDGE sought GC guidance, as there have been very few instances of instructors without PhD teaching PhD students, and none where such instructor was the instructor of record for a credit-bearing course. It was agreed that, given the time-sensitive nature of the request, and the intent is to support graduate student training and education, GC would grant one-time exception. Future renewal is subject to evaluation, where ME would demonstrate that all of the expected student outcomes have been met, and that there are no other colleagues on campus who could be the instructor, without the need for the request for exception.

   ACTION: Transmit an approval memo to VPDGE, who would forward it to ME, as soon as possible.

There being no further business, the meeting was adjourned at 2:47pm.