

[GRADUATE COUNCIL \(GC\)](#)

Meeting Minutes

Thursday, January 21, 2021

2:00 – 3:30 PM

Zoom URL: <https://ucmerced.zoom.us/j/2092009728>

Zoom Phone: 1 669 900 6833, Meeting ID: 209 200 9728

Documents available in [Box](#)[Graduate Council Duties](#)

I. Executive Session (2:00-2:10)—MEMBERS ONLY**A. Revised MDSA Program Proposal—Member Chen**

The program proposers have [responded to GC's recommendations](#) for revision, and submitted a [revised proposal](#). This item was postponed until next meeting.

General meeting was convened at 2:10PM.

II. Chair's Report (2:10-2:25) -Chair Hratchian

A. CCGA—4+1 program guideline (to be placed in box upon GGCA approval) states that proposals for combined programs of existing programs do not require CCGA review.

B. Consultation on Medical Education and 4+1 program policy—Chair consulted with SNS Dean Dumont and Dr. Hurd, the Director of Medical Education. It will be about 3 or more years before GC needs to engage, as currently the efforts are at the stage of tying existing undergrad programs to existing UCSF programs.

C. Fellowship Communications (The email message sent to Graduate Group Chairs is [here](#))—Graduate Division personnel drafted the email, in consultation with GC Chair and Interim Graduate Dean. Chair asked members to review the message, and the example.

D. (New Item) Admissions-- It seems that SNS Dean is asking graduate groups (GGs) to reduce the admissions relative to last year. It is not clear how it is being decided. Chair is concerned about programs that are not thriving (bringing enough students/resources) that may be negatively impacting successful programs. A member pointed out that for the last few years GGs were encouraged to increase student numbers, now the message is completely opposite. Chair stated that, in order to steer new programs successfully, there needs to be an examination and conversation about the existing programs that are not in good financial health, possibly led by CAPRA. Discussions followed regarding the adequacy of the institutional support for training grants.

III. Vice Chair's Report (2:25-2:30) -Vice Chair Hestir

A. PROC Meeting (1/19/21)—1)The review process for the Interdisciplinary Humanities program is underway. PROC closed the CIS review; PROC decided materials were sufficient but needed some follow-ups, especially on the substantial curriculum change that CIS has implemented, as well as unresolved resource dependencies (commonly found during this year's review). PROC may be issuing a memo to GC to opine on balancing program excellence and resource constraints. 2)PROC is also working to streamlining reviews for Engineering programs that use the ABET accreditation process, so that there are no duplicative efforts. Vice Chair encouraged interested GC members from SoE to participate in the conversations. 3)Strategic Planning for WASCUC accreditation is underway. The metrics are undergraduate-oriented, and PROC asked if GC would like to see graduate-related metrics included. Laura Martin would be happy to have GC opine on this. Chair invited members to comment. No comments were made.

IV. Report on [Faculty-Graduate Student Conflict Resolution Infrastructure Workgroup](#) (2:30-2:40)-Member Chen

The Workgroup produced a [Progress Report](#), which was submitted to the Senate Chair and the Provost. Member Chen described the membership of the workgroup. The group has examined what is in place, and what needs to be in place. It will be protecting faculty's as well as students' rights. Member Chen will report

again after next week's workgroup meeting. Chair explained that this is an important group whose creation GC advocated for. GSA representative asked if all stakeholders are being asked to provide input. Member Chen suggested she consult with Karla. Chair explained that the progress report is being provided so that the final review would go smoothly.

ACTION: GC members will review the report and provide feedback on the Spring 2021 tasks for the CRI Workgroup, and share their experiences in/models for conflict resolution, before January 26.

V. Consent Calendar (2:40-2:40)

- A. The agenda (1/21/21)
- B. [Minutes from the 12/7 meeting](#)
- C. Course Proposals
 - NEW:
 - [PH - 220](#) - Environmental Epidemiology
 - MODIFY:
 - [ECON - 290](#) - Special Topics (remove cross-listing with MGMT 290)
- D. Graduate Student IORs for Upper Division Courses—Summer 2021
 - Baker, Melissa [POLI 127 202120](#)
 - Dobbs, Reagan [POLI 102 202120](#)

The Consent Calendar was approved as presented.

VI. Discussion Item: Fellowship Review Process (2:40-2:50)-Fellowship Subcommittee Chair Ilan

In Fall 2020, GC consulted the Graduate Division on the review process for fellowships. One of the resulting changes is pooling of smaller, "top-off" fellowships into summer (full) fellowships. Subcommittee Chair Ilan also gave a summary of changes to the review process. Chair Ilan would like to check on reviewers' scoring practice (if they may be scoring all of them as 5s, for example) after the reviews are completed, to make sure there are no outliers. GC Chair added that GRE scores have been excluded because there are indications that GRE scores heavily influence the scores given by the reviewers. A member asked if graduate groups that are doing well, with many GSRs, would be able to submit more nominations. Interim Dean Kello replied that it is not being considered at this point. A member suggested that there should be incentives for groups that provide for more GSR positions, such as more fellowships being awarded.

VII. Discussion Item: Assessment of the Implementation of CatCourses and Curriculog modification (2:50-3:00)

GC led the efforts for the last two years on streamlining information and processes in [Curriculog](#) and [CatCourses](#). The GC-and UGC-approved changes were implemented at the start of AY 20-21. A graduate group chair has suggested a possible addition to the CatCourses informational tab.

Chair believes there are more that can be done using these tools. Chair would like to conduct informal consultation with the Registrar, deans, and Graduate and Undergraduate Deans. Chair also pointed out that, in CatCourses, there is a tab "resources and policies" with uniform message/information that will be updated regularly, so that syllabi do not need to include this information. Chair has reached out to OIT to see if the option to turn it off can be disabled. Possible additions to the resources in the tab include Principle of Community, Privacy Policy with regards to video use inside homes, office hour recording policy, absence request policy (if these policies are already available at the campus level).

ACTION: Analyst will draft a revised policy document for CatCourses review process, incorporating suggestions during the meeting, to be discussed at the 2/4 GC meeting.

ACTION: Chair, Vice Chair and Registrar will meet and discuss the review process for Curriculog. Registrar will provide information on Curriculog users during AY 20-21.

VIII. Consultation with VPDGE (3:00-3:30)-Interim Graduate Dean Kello

- A. Virtual Grad Visitation Weekend—planning is going well.
- B. Review of Instructional Budgets and Credit Hour Model—Interim Dean Kello stated that GGs, departments and chairs need to have an enrollment-based budgeting. (see E)
- C. Admissions Update—over 1000 applications received. Graduate Division is putting together a report for the deans, and will share with GC. As of January 15th, applications had increased over 30% compared to last year. Currently the rate is about 28% increase, while other campuses saw single-digit increases, due largely to increase in domestic applications. Other campuses are seeing decrease in international applications, but UCM is still seeing increase. Also UCM saw 50% increase in URM applications (other campuses are also seeing notable increase in URM applications).
- D. TA training requirements---the Graduate Division has held an informal meeting, a workgroup, about improving TA training resources through collaboration with schools and CETL. Until now, the Graduate Division has hosted a ½ day orientation, which is not effective. Graduate Division is envisioning a sustained training over the fall semester, possibly involving more advanced training for advanced grad students who are interested in pursuing teaching careers.
- E. Deferred Graduation-- Graduated students are not graduating at the same rate as pre-Covid era. This will impact budgeting. Chair added that his group is gathering information on the planned graduations by the end of Summer. Undergraduate enrollment was very weak last year (possibly 0.3% increase), this year is potentially negative, partly because 2017 saw a large enrollment growth—with students graduating, enrollment figure will likely shrink.
- F. Graduate IORs with graduate student TAs—need for a clear policy. Chair suggested creating an ad hoc group with the Vice Chair and the policy subcommittee chair to propose change in policy, to be presented to all members at the February 18 meeting.

IX. New Business?**X. Informational Items**

There being no further business, the meeting was adjourned at 3:22PM. Att. by Chair Hratchian.