

GRADUATE COUNCIL (GC)**Meeting Minutes****Friday, April 14, 2023****2:20pm – 3:30pm****ADMIN 245**Documents available in [box](#)
[Graduate Council Duties](#)**I. Executive Session – Voting Members Only – 2:00pm – 2:20pm**

No meeting minutes were recorded during the executive session. The action items were shared with GC voting members.

II. Consent Calendar – 2:20pm – 2:25pm

A. Agenda

B. [March 17 Meeting Minutes](#)**Action:**

- The Consent Calendar was approved as presented.

C. Courses

Action:

- The following courses were approved and Curriculog will be updated accordingly:

[EECS - 223 - Remote Sensing of the Environment](#) (crosslisted with ES 252)

[ES - 252 - Remote Sensing of the Environment](#) (crosslisted with EECS 223)

[QSB - 204 - Scientific Teaching II](#)

Action:

- The following courses were rejected and Curriculog will be updated accordingly:

[BIOE - 291 - Research Seminar](#) – seek clarification on whether the intent of including the \$2,000 for invited speaker is to potentially charge students; this funding normally comes from the Graduate Division.

[COGS - 256 - Language in Minds, Brains and Machines](#) (conjoined with COGS 156) – request clarification for the number of lecture and lab hours listed for a 4-unit course.

III. Chair's Report – Michael Scheibner - 2:25pm – 2:40pm

A. April 3 DivCo Meeting

- Senate Chair LiWang reported on the continued discussions regarding the implementation of the new UAW contracts.

- There is an unfair labor practice charge regarding UCOP’s FAQ because it was publicly posted, and all direct communications must go through the Union.
- There is concern at the systemwide level about a potential wildcat strike.

B. April 5 CCGA Meeting

- A work group has been formed to discuss UC wide doctoral programs and the future of graduate education.
- Several other UC campuses face issues with approving schools and colleges.
- UC Berkeley received a donation for a College of Computing, Data Science and Society, which was approved by CCGA; however, another entity did not approve the program.
- There is a need for training, clarity, and assistance with the Academic Student Employment (ASE) contracts.
- The Council of Graduate Deans met with the new Vice Provost, Katherine S. Newman, who emphasized the importance of good communications. She has plans for creating a forum for faculty to voice their concerns regarding labor relations.
- CCGA continues to review the several program proposals that were recently submitted.
- Discussions were held regarding online terminology and online correspondence, emphasizing the need for defining unified language because the term “hybrid” often comes up in various instances.

C. March 30 & April 10 New School Process Work Group Meetings

- The work group continues to discuss and make changes to the existing Policies and Procedures for the Establishment of Schools/Colleges.

IV. Vice Chair’s Report – John Abatzoglou - 2:40pm – 2:50pm

A. April 5 Graduate Chairs Meeting

Vice Chair Abatzoglou attended a portion of the Graduate Chairs meeting and reported on the discussions regarding guidance for PIs and their supervision role for GSRs under the new Union contracts.

B. March 24 and April 5 PROC Meetings

Vice Chair Abatzoglou reported that the Applied Math review has closed, and the program has begun taking action on several items specified in their action plan.

C. April 4-6 Physics Review Team Visit

Vice Chair Abatzoglou briefly summarized the Physics program review.

V. MacKenzie Scott Funds – Chair Scheibner – 2:50pm – 2:55pm

At their April 3, 2023 meeting, DivCo reviewed and provided comments on GC’s proposed call for a Graduate Student Supplemental Travel Award, available [here](#).

Chair Scheibner and Vice Chair Abatzoglou revised the call accordingly. The updated proposed call is available [here](#).

Requested Action: GC to approve the revised proposed call for a Graduate Student Supplemental Travel Award.

Chair Scheibner discussed GC’s call for a Graduate Student Supplemental Travel Award at the April 3 DivCo meeting. Chair Scheibner and Vice Chair Abatzoglou revised the call according to DivCo’s recommendations:

- Extended the availability of the funds from “four-months” to “the next two four-month periods”.
- Provided a rationale for the \$500 matching funds to reach a broader population of graduate students and contribute to research activity.
- Addressed the concern of whether all graduate groups have travel funds noting that the funds can be used for other scholarly activities.

Action:

- Members approved the revised proposed call for a Graduate Student Supplemental Travel Award.
- GC Analyst will notify Senate Executive Director Paul.

VI. GC’s Proposed Policy for Undergraduate/Graduate Hybrid Degree Programs – Michael Scheibner, Karl Ryavec, Min Hwan Lee – 2:55pm – 3:15pm

Financial Aid & Scholarships Deputy Officer Heather Nardello joined the March 17, 2023 GC meeting to discuss the proposed policy and financial implications of hybrid degree programs.

On April 7, 2023, the Policy Subcommittee met to revise the proposed policy and GC’s procedures to incorporate recommended revisions from AFAC, UGC, VPDUE Frey, and VPDGE Hratchian (linked below).

The updated draft Policy for the Establishment of Undergraduate/Graduate Hybrid Degree Programs is available [here](#).

The updated Procedures for Submitting Proposals for Graduate Programs and Undergraduate/Graduate Hybrid Degree Programs is available [here](#).

Comments:

[AFAC](#)

[UGC](#)

[VPDUE Frey and VPDGE Hratchian](#)

Requested Action: Members to discuss the updated draft Policy for the Establishment of Undergraduate/Graduate Hybrid Degree Programs and GC’s Revised Procedures for Submitting Proposals for Graduate Programs and Undergraduate/Graduate Hybrid Degree Programs. If no further revisions, GC votes to approve both documents.

Chair Scheibner summarized the revisions to the proposed policy implemented by the Policy Subcommittee based on AFAC's, UGC's, VPDUE Frey's, and VPDGE Hratchian's comments. One main revision that was implemented was to allow units from the student's graduate degree to count toward their undergraduate degree, rather than allowing units from the student's undergraduate degree to count toward their graduate degree. As long as the student is not declared a graduate student and is taking graduate courses as an undergraduate student, their financial aid will not be impacted.

A member inquired about the benefits of offering Hybrid Degree Program (HDP) options to students. Chair Scheibner recommended adding language to the procedures document to note that HDPs provide students with an affordable option to obtain their graduate degree, will assist in increasing graduate enrollment numbers, and will promote more diversity in careers requiring advanced academic degrees.

Action:

- Chair Scheibner revised *GC's Procedures for Submitting Proposals for Graduate Programs, and Undergraduate/Graduate Hybrid Degree Programs* to include a statement in the "Background" section to note the benefits of navigating through a hybrid degree program, shown in tracked changes [here](#).
- Voting members are to review the updated draft policy and procedures documents. Hearing no objections **by 10:00am, Wednesday, April 19, 2023**, both documents will be considered approved and transmitted to UGC, AFAC, VPDUE Frey, and VPDGE Hratchian for review.

VII. [Memo from the Registrar Re: Course Proposal Cleanup](#) – Chair Scheibner – 3:15pm – 3:25pm

The Registrar's Office is requesting an administrative clean-up process that resolves stagnant course proposals and invites GC to opine on the proposed process implementation.

Requested Action: Members to discuss the Registrar's memo. If there are no concerns, members vote to endorse the proposed process for course proposal cleanup.

Registrar Webb reported that the Registrar's Office would like to create an administrative clean-up process to remove stagnant courses in Curriculog (two academic year-old+ proposals). The Registrar would provide Curriculum Managers with a list of stagnant proposals, and the Curriculum Managers would consult with the proposers prior to deletion of their proposed course(s).

Action:

- Voting members endorsed the proposed process for course proposal cleanup.
- GC Analyst will notify the Registrar's Office.

XI. Any Other Business – 3:25pm – 3:30pm

A member inquired about a list of guidelines for filing dissertations with Graduate Division. Assistant Graduate Dean Cisneros noted that there are Thesis and Dissertation guidelines that were developed between Graduate Division and the Library, and there are plans for updating the document. However, there is no official template because dissertations are discipline specific. Assistant Dean Cisneros recommended creating a centralized repository for graduate groups to upload their templates. Assistant Dean Cisneros will consult with VPDGE Hratchian to update the document and create a repository over Summer. GC will be consulted prior to implementation.