

**GRADUATE COUNCIL (GC)****Meeting Minutes****Friday, May 12, 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. [April 28 Meeting Minutes](#)**Action:**

- The agenda and April 28 meeting minutes were approved as presented.
- GC Analyst will update the Senate website accordingly.

C. Applied Math – [P&P revised funding language](#)**Action:**

- The P&P revised funding language for the Applied Math Graduate Group was approved.
- GC Analyst will transmit an approval memo to Applied Math Chair Marcia.

**III. Chair's Report – Michael Scheibner - 2:25pm – 2:35pm**

A. May 1 and 11 DivCo Meetings

- Several undergraduate programs were discussed and endorsed.
- Further discussions were held regarding the Gallo School of Management pre-proposal facilitation. An outside firm has been hired, and members discussed the importance of confidentiality and trust.
- Continued discussions took place on the processes related to the creation of new Schools.
- EVC/Provost Camfield and Special Assistant to the Chancellor Zatz discussed the current Temporary Academic Staffing (TAS) budget noting that SSHA and SNS are running deficits. Discussions were held regarding ways to address these shortfalls.
- Library and Scholarly Communications (LASC) Chair DePrano joined the meeting to discuss Open Access (OA) publishing expectations and technology requirements. She also reminded members about the Declaration of Rights and Principles to Transform Scholarly Communication and clarified that the Library plays a critical role in helping the campus achieve R1 status.
- A memo was transmitted from the Molecular and Cell Biology Department to CoR regarding the different costs associated with the new buildings on campus. The issue is that uneven costs are being imposed and faculty are expected to cover those costs. This is creating a serious equity issue, and some faculty cannot do their research. The memo suggests that indirect cost returns from faculty federal grants should be used, along with other private and public revenue streams.

## B. May 3 CCGA Meeting

- The Future of Graduate Education work groups have been established. The committee is comprised of seven administrators and seven Senate members, with one Administrative co-chair and one Senate co-chair, totaling 14 members. The working group did not include any members from UC Merced or UC San Francisco, so two additional seats were added to the committee, totaling 16 members.
- Discussions were held regarding the 5% state budget increase for on scale and the push to include off scale, as well.
- Academic Council Chair Cochran discussed the development of satellite campuses as research stations.
- UC Berkeley received a donation for the College of Computing, Data Science and Society. The proposed College was approved by CCGA; however, did not pass UCPB, and the proposers were asked to address the shortfalls in their proposal. The proposers provided a quick turnaround addressing all the concerns and received approval.

## IV. Vice Chair Abatzoglou's Report – 2:35pm – 2:40pm

## A. May 3 Grad Chairs Meeting

Vice Chair Abatzoglou reported on discussions regarding the Cognitive and Information Sciences Department inquiring about graduate students TA-ing for a graduate course. Further discussion will take place later in today's meeting (item V).

## B. May 4 PROC Meeting

The Physics Department program review has been completed, and a list of action items is forthcoming.

## V. Graduate Students Teaching Graduate Students – Chair Scheibner and VPDGE Hratchian - 2:40pm – 2:55pm

Policy for Graduate Students Teaching Graduate Students is available [here](#).

At the April 28 GC meeting, members discussed whether to grant exceptions for qualified PhD students to teach Master's courses. Chair Scheibner also mentioned this matter at the May 3 CCGA meeting.

**Requested Action:** Chair Scheibner will provide an update from the May 3 CCGA discussion. GC to determine whether to revise the policy on Graduate Students Teaching Graduate Students.

The Management of Complex Systems (MCS) program has inquired about an exception to GC's policy to allow a PhD student who has advanced to candidacy to teach a graduate course. Chair Scheibner noted two cases in which this could occur - a graduate student appointed as a TA for a graduate course, or a graduate student appointed as an Instructor of Record (IoR) for a graduate course.

Chair Scheibner discussed this matter at the May 3 CCGA meeting, and a member from UC Berkeley reported that they have a graduate student who teaches a graduate music course. This case appeared to be a graduate student TA-ing the graduate course while the faculty remained the IOR. The UC Riverside Graduate Dean reported on one instance in Political Science where a graduate student had been hired to teach a master's course.

Chair Scheibner recommended that GC consider adding to GC's current policy that graduate students may teach master's courses only. Chair Scheibner also recommended seeking clarification from MCS on whether they are requesting this exception for Fall 2023 or for Spring 2024 and ask them to provide a justification.

**Action:**

- GC Analyst will seek clarification on whether the MM Professional Degree Program is seeking an exception for Fall 2023 or Spring 2024. If Fall 2023, GC will vote to endorse an exception for a PhD student to teach MIST 201.
- GC will revisit the amendment of the current policy in Fall 2023 to include that PhD students are allowed to teach Master's courses with approval by exception only.

## VI. GC's Call for Graduate Student Supplemental Travel Award (MacKenzie Scott Funds) – Chair Scheibner and VPDGE Hratchian – 2:55pm – 3:05pm

On April 26, 2023, GC's call for Graduate Student Supplemental Travel Award was transmitted to graduate group chairs. Several graduate students submitted applications when the intent was for the graduate group chairs to submit the application on students' behalf. Several faculty members have also submitted questions regarding the process. A list of applicants (sheet one) and faculty inquiries (sheet two) are available [here](#).

On May 1, 2023, Chair Scheibner and VPDGE Hratchian drafted additional guidance to provide to graduate groups to clarify the process, available [here](#).

**Requested Action:** Members to engage in discussion and agree on additional guidance to provide graduate group chairs.

Chair Scheibner summarized the list of questions submitted by several faculty members. In light of the questions raised, Chair Scheibner and VPDGE Hratchian drafted additional guidance to clarify the following:

- The submission process.
- What counts as matching funds. Funding can be provided by the student's PI with a justification.
- The Graduate Division will manage the number of applications submitted by each graduate group to prevent one group from filling all 16 spots.
- Awards are granted on a first come first serve basis; however, applications will stop being accepted after the deadline of May 26, 2023. Applications will be reviewed on a rolling basis.
- GC and the Graduate Division will match \$500 for each student, but each graduate group can provide more than \$500 in funding to their student(s).

VPDGE Hratchian agreed to create a webform and use the management workflow tool to streamline the next round of applications.

**Action:**

- VPDGE Hratchian will create a webform for graduate students to submit their applications.
- GC Analyst will work with Chair Scheibner and VPDGE Hratchian to update the process and send a reminder once the webform is developed.
- GC Analyst will respond to the three faculty who submitted inquiries.

## VII. VPDGE Hratchian's Report – 3:05pm – 3:20pm

### A. [Continuing fellowships](#)

Financial Services Director Eric Cannon shared with GC members the spreadsheet of rankings for the Continuing fellowships, linked above. His full email is available [here](#). Highlighted in green are the top ranked nominees for each fellowship assuming the number of awards the Graduate Division would make based on the

awards made last year and the projected funds available. VPDGE Hratchian asked for GC's feedback by 12:00pm, Monday, May 15, 2023.

**Action:**

- Members are to send any comments/recommendations to VPDGE Hratchian **by 12:00pm, Monday, May 15, 2023.**

B. GPPH revisions update

Assistant Dean Cisneros summarized the revisions implemented in the Graduate Policies and Procedures Handbook (GPPH), available [here](#). The revised GPPH is available [here](#). GC Analyst inquired about the Conflict Resolution Infrastructure language that was approved by last year's membership, and Assistant Dean Cisneros confirmed that the item will be added.

**Action:**

- Members are to send any comments/questions to GC Analyst **by 10:00am, Friday, May 19, 2023.**

C. Admissions update

As of today, May 12, 2023, the Graduate Division has received 189 SIR yeses – 147 Ph.D. and 42 masters. The Graduate Division's budget model suggests that UC Merced could afford 125 - 130 new students in the Fall. VPDGE Hratchian believes that UC Merced will be able to support all the incoming students, as several of them are international and will defer their admission by a semester to a year. Also, about 20 of them are receiving funding from their PI, which in turn provides revenue for the campus.

D. Commencement

Commencement will take place later this afternoon through Sunday, May 14, 2023. 61 Ph.D. students and 39 master's students are expected to be hooded, totaling 100 graduating students. 96 faculty will be attending on stage. 600-700 tickets have been distributed to family and friends.

**VIII. Any Other Business – 3:20pm – 3:30pm**

Chair Scheibner reported that Divisional Council continues to discuss the Senate's oversight of the B.S./M.D. pathway. Discussions are also taking place at CCGA to determine whether such programs require systemwide review.

Chair Scheibner also reported that there is now a draft guidance for 299/295 courses. CCGA members have been asked to keep this draft confidential until after further discussion in June.

Chair Scheibner shared his appreciation for members' hard work over the past academic year and noted that some business will continue via email until the term ends in mid-August.