

**GRADUATE COUNCIL (GC)**

**Meeting Minutes**  
**Wednesday, November 29, 2023**  
**1:15pm – 2:45pm**  
**ADMIN 345**

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

**I. Consent Calendar – Chair Scheibner – 1:15pm – 1:20pm**

- A. Agenda
- B. [November 15 Meeting Minutes](#)

**Action:**

- The Consent Calendar was approved as presented.

**II. Chair’s Report – Michael Scheibner – 1:20pm – 1:30pm**

- A. [Systemwide Academic Congress on Graduate Education Update](#)

Chair Scheibner briefly summarized the documents included in the box folder via the link above and encouraged members to review the materials prior to the December 13 GC meeting.

**Action:**

- Members are to review the materials from the Systemwide Academic Congress on Graduate Education, including the statistics under **10 facts on UC PhD programs, students, and degrees to help you prepare** on page 1 of the document titled Congress-on-Graduate-Education-IRAP-Background-Paper and be prepared for further discussion during the December 13 GC meeting.

- B. [Historically Black Colleges and Universities \(HBCU\) Initiative Update](#)

Chair Scheibner encouraged members to review the materials in the box folder linked above. VPDGE Hratchian will provide a detailed report later during today's meeting under item V.

**III. Graduate Student Supplemental Travel Awards – All – 1:30pm – 1:45pm**

At the October 4 and November 1 Grad Chairs meetings, Vice Chair Abatzoglou discussed with graduate group chairs the current process for awarding supplemental funds to graduate students for their research-related endeavors. Many faculty expressed their concerns with the first-come-first-serve model.

During the November 15 GC meeting, members briefly discussed the following potential solutions:

- Require the graduate groups to vet applications through a preselection process.
- Limit the number of applications submitted by each graduate group.
- Provide a hard deadline for submitting applications.
- Divide the remaining MacKenzie Scott funds to the graduate groups and let them decide how to allocate them.
- Request additional funds to extend this program beyond December 2024.

**This agenda may contain confidential and privileged material for the sole use of GC Members.**

**Requested Action:** Members continue to discuss the Call and offer additional potential solutions to faculty concerns.

Chair Scheibner summarized the recommended revisions to the Call that were briefly discussed during the November 15 GC meeting and noted that GC should consider requesting additional funds to extend the program regardless of the revisions made to the current submission process. The main concern that faculty have expressed is the first-come-first-serve model. GC members agreed to move away from this model and provide a hard deadline for applications/nominations to ensure equitable distribution.

A member wondered how the vetting process would take place. Members discussed the option of letting graduate group chairs determine which students to award once GC reviews the applications and provides each graduate group with the number of awards allocated to them.

**Action:**

- Members voted in favor of revising the call to include a hard deadline. Once all applications are submitted, the Awards Subcommittee will review the submissions for completeness and determine an equitable distribution across graduate groups. Graduate groups are provided with the number of awards allocated to them and asked to select the students within their Graduate Group based on the program requirements.
- GC Analyst and Chair Scheibner will revise the call accordingly, which will be sent out Monday, December 4, 2023.

**IV. Revised Policy for the Establishment of Undergraduate Graduate Hybrid Degree Programs – 1:45pm – 1:55pm**

On April 19, 2023, GC approved the proposed 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.

On September 14, 2023, DivCo was invited to review the proposal.

**Comments received:**

[CAPRA](#)

[CoR](#)

[LASC](#)

[ALO](#)

[EVC/Provost](#)

[SoE Executive Committee](#)

A summary of the comments is available [here](#).

On November 7, 2023, the GC Policy Subcommittee met to discuss and implement in the proposal recommendations from CAPRA, CoR, LASC, ALO Martin, Interim EVC/Provost Zatz, and the SoE Executive Committee.

At the November 15, 2023 GC meeting, members agreed to review the revisions and the draft memo via Google Docs prior to today’s meeting.

An updated version of the proposed policy with members' comments is available [here](#). A draft response memo is available [here](#).

**Requested Action:** Members discuss the proposed revisions and comments on the proposed policy. Members vote on the revised policy and draft response memo.

Members were provided the opportunity to review and recommend additional revisions to the procedures and draft policy via Google Docs. Chair Scheibner noted that he included definitions from the Compendium and CCGA Handbook on page 3 of the procedures document.

**Action:**

- Members approved the revised policy and draft memo (7 in favor, 0 opposed, 0 abstentions, 2 members not present during time of vote) with the addition of the definitions included on page 2 of the Procedures document.
- GC Analyst will make the revisions and send the updated proposal to DivCo.

**V. VPDGE Hratchian's Report – 2:00pm – 2:10pm**

A. Continuing Fellowship Call

The Call is approximately one week behind schedule and will be transmitted today. Applications will remain open until early January 2024. Students are given 4 – 6 weeks to apply. VPDGE Hratchian encouraged GC members to contact him with any questions or concerns.

B. HSI-DDI and UC-HBCU Call

The HIS-DDI and UC-HBCU are two grant calls distributed annually from UCOP for faculty and administration. Both programs differ but aim to diversify the graduate student community, which also helps increase and improve diversity.

The HSI-DDI Program supports diversifying the doctoral programs on campus and often involves partnerships with other HSIs. The grants can be submitted by an administrator or by an individual with an administrative-type title (graduate group chair, department chair, etc.). Examples of the use of HSI-DDI programs are stand-up fellowship programs, programs that assist with the cost of bridge programs, those that support internship programs, etc.

The HBCU Program is for faculty only. The faculty must build an honest, direct, and genuine connection with at least one historically black college or university, and then develop programs such as faculty and student exchanges, along with summer research experiences, which hopefully lead to students from HBCUs attending graduate school at the UCs. VPDGE Hratchian is allocating funding that he has received from UCOP to faculty who need assistance in leading efforts.

C. Grad Div Call for Enhancing Doctoral Opportunities Through Inclusive Excellence proposals

VPDGE Hratchian plans to send a call to graduate group chairs this week for up to \$30,000 for faculty to support collaboration with HBCUs. There must be at least one graduate group chair on the PI team who will connect with an individual faculty colleague at an HBCU or a Native American serving institution, or tribal college or university, to run a program to develop connections between UC Merced and the other institution at the programmatic level.

**VI. Any Other Business – 2:10pm – 2:15pm**

Registrar Webb reported that the issue students were having with their names not being printed on their unofficial transcript has been resolved.

**VII. Executive Session – Voting Members Only – 2:15pm – 2:45pm**

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