

**GRADUATE COUNCIL (GC)**

**Meeting Minutes**  
**Wednesday, December 13, 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 29 Meeting Minutes](#)
- C. [Request from Extension for an exception to the February 6, 2023 deadline to submit ME X408 Introduction to Industrial Additive Manufacturing, effective Summer 2024.](#)

**Action:**

- The agenda and November 29 meeting minutes were approved as presented, and GC Analyst will update the Senate website accordingly.
- Extension's request was approved, and Director of Extension Michael Pierick will be notified.

**II. Chair's Report – Michael Scheibner – 1:20pm – 1:30pm****A. November 30 DivCo Meeting**

- Interim EVC/Provost Zatz reported on The Temporary Academic Staffing (TAS) Task Force. Members of the Task Force are establishing two committees. One will consider the size of the TAS budget in the context of the whole campus budget and will be co-chaired by VC/CFO Schnier and a Senate representative. The other committee will consider how to allocate the TAS budget to the Schools and will be co-chaired by VPAAS Spitzmueller and CAPRA Chair Mitchell.
- Chancellor Muñoz joined the meeting to discuss campus climate and the current political climate revolving around the Israel and Gaza situation. He answered several questions from DivCo members noting his efforts to address the concerns. The campus has issued two statements condemning acts of violence and the messages offered campus resources to those feeling targeted and harassed.
- President Drake is releasing funds for campus education on campus climate, specifically regarding the violence in the Middle East.
- SSHA Dean Gilger joined the meeting to provide an update on his pre-proposal for SSHA's restructuring, which will be distributed more broadly in the spring.

**B. December 6 CCGA Meeting**

- Chair Dean Tantillo reported on several budget meetings that he had attended. The governor remains committed to the 5% interest in the UC budget.
- Further discussions were held regarding future negotiations. Communication issues during the strikes are being addressed by specialists, and faculty are being invited to participate in interviews to share their opinions.
- Academic Planning Council (APC) meetings took place to discuss how to provide good

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educational training to undergraduate students if the number of graduate students that can TA is being reduced.

- The UC received a large proposal for the Hydrogen Hub with a contract of \$1.2 billion to fund clean, renewable hydrogen infrastructure. Questions were raised regarding how the funds return to research.
- A systemwide Congress is planned to discuss AI.
- Institutional Research & Academic Planning Consultant Chris Procello reported on a strategic planning activity to encourage more 4+1/3+2 hybrid degree programs.
- Program Director Mark Lawson attended the meeting to report on the Presidential Postdoctoral Fellowship Program noting the change in selection over the recent years in terms of diversity. His PowerPoint slides are available [here](#).

#### C. December 12 Meeting of the Division

- Chancellor Muñoz reported on the final budget for the medical education building construction plan (which will include labs for chemical engineering). There are plans to break ground on the building in Spring. The review item has been circulated for Senate review.
- Financial Management and Reporting Joint Task Force Co-Chair Khatri provided an update on the Task Force's activities. The joint Task Force is charged with developing a plan with actionable short-term and long-term goals with benchmarks by which progress will be measured, as well as convene working groups with subject matter experts to study specific areas of need. The Task Force plans to meet weekly and provide regular updates to the campus.

### III. Future of Graduate Education - All - 1:30pm – 1:50pm

#### A. Continued Discussions

GC engaged in several discussions throughout the Fall 2023 semester regarding the Future of Graduate Education and the work groups that were formed to discuss the challenges and opportunities that higher education will be working through with respect to graduate education in the months and years ahead.

During the October 18, 2023 GC meeting, Chair Scheibner shared his [PowerPoint slides](#) from the September 29, 2023 Shared Governance Retreat.

Members reviewed and discussed the following three questions:

1. **Opportunities for funding graduate education and research training:**  
Can we envision a more consistent, sustainable, and plannable funding support of graduate education that enables an economy of scale for Faculty, GGs/Depts., Schools, etc.?
2. **Opportunities for a more holistic vision of graduate career paths:**  
What mechanisms and support would be needed to provide graduate students opportunities to prepare for the full spectrum of careers; in- and outside academia?
3. **Opportunities to elevate graduate training & research culture:**  
What measures can we take to advance fundamental discovery, stimulate innovation and creative expression, across disciplines fields and industries?

Vice Chair Abatzoglou and member Andresen Eguiluz provided comments, available [here](#).

**B. [Interim Report of the Academic Planning Council \(APC\) Working Group on the Future of Doctoral Education](#)**

The APC Working Group is a joint administration/Senate working group that was appointed in the summer of 2023 to advise the University community on the future of graduate education. It is co-chaired by UCSB Senate Division Chair Susannah Scott and UCI Dean of Graduate Studies Gillian Hayes.

**Requested Action:** Members review and discuss the Interim Report of the Academic Planning Council (APC) Working Group on the Future of Doctoral Education and determine what comments and materials to provide. Deadline for comments to the Senate Chair is January 22, 2024.

Chair Scheibner summarized the interim report, which includes three main issues that need to be addressed:

1. Clearly define academic expectations.
2. Provide stable and competitive financial support.
3. Actively manage PhD and MFA enrollments.

UC Merced is currently working to address these issues. Regarding academic expectations, GC has created a resource bank for research course syllabi, some of which have been shared with CCGA. Legal has reviewed them and provided minor revisions. Access to updated versions will be available soon.

Regarding providing stable and competitive financial support, discussions have been held in the Academic Planning Committee (APC) meetings and at CCGA, and efforts have been made to move graduate educational items up on meeting agendas so that it is clear that the UC has a distinct research mission.

Chair Scheiner noted that VPDGE Hratchian has discussed at past GC meetings the issue of reducing students' average time to degree. The new policy for the Establishment of Undergraduate/Graduate Hybrid Degree Programs will help.

Chair Scheibner encouraged members to review the interim report and materials during the winter break in preparation of further discussions that will take place in the spring. GC will provide comments to the Senate Chair by January 22, 2024.

**Action:**

- Members are to review and provide feedback on the [Interim Report of the Academic Planning Council \(APC\) Working Group on the Future of Doctoral Education](#), the shared [materials from the system-wide academic congress on graduate education](#), and Chair Scheibner's [updated PowerPoint slides](#), including the questions below from slide 20 and slide 22 – *Funding of Graduate Education*, [and provide their feedback](#) by **Monday, January 8, 2024**.

1. How does the redesigned graduate pathway address the actionable items?
  - a. Provide stable and competitive financial support.
  - b. Actively manage PhD and MFA enrollment.

2. What may need to be tweaked, changed, added, etc. to the pathway to address the actionable items?

- A summary of GC's discussion of the future of graduate education, including the updated slides and members' feedback, will be shared with the Senate Chair by January 22, 2024.

#### IV. Graduate Student and Postdoctoral Scholar Survey Results – Rebeca Arevalo and Min Hwan Lee –1:50pm – 2:00pm

At the October 2, 2023 GC meeting, members Lee and Arevalo discussed the three impacts that they identified to be the most important to elevate to the administration to address (advisor mentoring, resource portal, and improving communications).

At the November 15, 2023 GC meeting, members Lee and Arevalo shared a draft memo and provided the membership with an update on how they sorted the three impacts they have identified as most important to recommend to Graduate Group Chairs and the Administration, and for GC to address.

Chair Scheibner and members Arevalo and Lee met on December 7, 2023 and made several revisions that were recommended during the meeting. An updated version of the memo is available [here](#).

**Requested Action:** Members discuss member Arevalo's and member Lee's draft memo and provide additional comments.

Chair Scheibner summarized his edits to the draft memo noting the importance of including statistics from the surveys that reveal the specific delays that graduate students and postdocs encountered and potential solutions to help mitigate those impacts.

Chair Scheibner included three overarching concerns:

- 1) Financial
  - Additional funds for additional fellowships.
  - Offer career transitioning positions in core facilities, academic units, and centers on campus.
  - Career fairs, workshops for job applications and interviews, and facilitating interactions with potential employers.
- 2) Administrative
  - Create and maintain online portals.
  - Encourage onboarding procedures and activities.
- 3) Professional Preparation.
  - Provide advisors with specific guidelines for mentoring graduate students and postdocs.
  - Encourage the interaction of Graduate group chairs with graduate students and postdoctoral researchers.

Chair Scheibner noted that time cannot be given back to the students; however, GC can help to ensure they are provided opportunities to help them on their career path moving forward.

Members discussed the next steps in the process and whom should be copied on the transmittal.

VPDGE Hratchian noted that Student affairs can assist with any recommendations related to auxiliary

services. The updated draft memo should be transmitted to DivCo for endorsement prior to transmittal to the administration.

**Action:**

- Members voted to approve the updated draft memo (6 in favor, 0 opposed, 0 abstentions, 3 members not present during time of vote).
- GC Analyst will send the final memo to the Senate Chair for endorsement following the winter break.

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

**A. Admissions Update**

Admissions are open and ongoing. The Graduate Division is approximately two weeks behind schedule on sending admissions targets to chairs and admissions committees. VPDGE Hratchian expects either a 5% reduction or 5% increase compared to last year. Approximately one week ago, applications were up 15% - 20%.

Due to the large number of undergraduate programs that the Undergraduate Council approved last year, the workload will drastically increase on the undergraduate curriculum, so additional TAs will be needed.

**B. Graduate Groups/Departmental Organizational Structure**

Several departments, particularly in Engineering, have inquired about vertically aligned graduate programs and departments. VPDGE Hratchian is working with Dean Goel to determine ways to move forward with this under current policy. He will continue to keep GC apprised.

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

Chair Scheibner has received a [draft Academic Senate Handbook on University Extension](#), which will be discussed in Spring 2024.

**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.

**VIII. Informational Items**

**A. [Vice Chair's Report on December 6 Grad Chairs Meeting](#)**