Graduate Council (GC)
Tuesday, September 9, 2014
1:30 p.m. – 3:00 p.m.
KL 232

Materials available on UCMCROPS: GC 2014-2015 Resources / Meetings: Agendas & Packets / September 9, 2014

AGENDA	*Pg.*	Time

I. Chair's Report – *Professor Kathleen Hull*   **15 min**
 - Welcome new and returning members
 - AY 2014-2015 Graduate Council Goals
 - Distribution list of GC Agenda and Minutes
 - DivCo (9/3)

II. Consent Calendar
 - Approval of the Agenda
 - Supplemental Questions for Distance or Blended Courses Approval Requests

III. Council Structure   **20 min**
 - Subcommittees: In general, GC will operate with three standing subcommittees: Awards Subcommittee (makes recommendations for all graduate student fellowships), CRF Subcommittee (reviews and makes recommendations regarding all graduate courses), and Policy Review Subcommittee (reviews all campus and systemwide policies).

 - CCGA Lead Reviewers: For the review of proposals to establish stand-alone graduate programs a GC member will be assigned as the lead reviewer. The CCGA lead reviewers coordinate the review of a specific CCGA Proposal from the moment the proposal is received by the Graduate Council. All Lead Reviewers are assigned as needed.

Proposed Graduate Program	Expected GC Submission
Biological Engineering and Small-scale Technologies (BEST)	September 5, 2014
Economics (ECON)	September 5, 2014
Management of Innovation, Sustainability and Technology (MIST)	September 5, 2014
Mechanical Engineering (ME)	September 5, 2014 (resubmission)
Materials Science and Engineering (MSE)	September 15, 2014
Molecular Cell Biology (MCB)	September 30, 2014 (resubmission)
Public Health (PH)	September 30, 2014
Electrical Engineering and Computer Science (EECS)	October 7, 2014 (resubmission)

 - GC Representatives: Two requests for GC volunteers have been requested for the Academic Honesty Task Force (anticipated to meet twice every month) and for the November 5, 2014 Division Council meeting from 10:00-Noon in KL 362.

   Action: Identify GC members to serve on the subcommittees, as CCGA lead reviewers and as GC representatives.

IV. GC Conflict of Interest Policy   **5 min**
   Background: Last year, CRE and DivCo decided to "test run" the UC Riverside model of having each standing committee compose a COI statement (or equivalent) at the start of each academic year. GC drafted and approved a COI statement that was uploaded to the Senate website.

- AY 14-15 Graduate Council Conflict of Interest Policy

Action: Review COI policy and approve for forwarding to the Senate Chair.

V. Revised CCGA Proposal Pre-Review Criteria   10 min
Background: Given the complexity of the UCM CCGA proposal review process, it is critical to define steps in it and develop a timeline for it, and identify reviewers so that programs have a chance of CCGA approval this next academic year. GC developed a review rubric based on the updated CCGA Handbook.

- Revised CCGA Proposal Pre-Review Criteria

Action: Review and approve the revised CCGA Proposal Pre-Review Criteria.

VI. Graduate Group Policies and Procedures Template   10 min
Background: Review and revisions of graduate group policies and procedures has been conducted without a policy that governs what components and information should be included in these documents. GC agreed to develop a template based on the UC Davis document that guides the formatting, content and streamlines the review for the Graduate Council.

- Draft- UCM Template for Graduate Group Policies and Procedures

Action: Discussion and approval of the draft template.

VII. Graduate Group Mentoring Guidelines   10 min
Background: Graduate Council solicited feedback on the draft graduate student mentoring guidelines from: GSA, Graduate Division, Campus Ombudsman, Graduate Group Chairs, Graduate Group Coordinators and Division Council.

- Revised Draft UCM Mentoring Guidelines

Action: Discussion and approval of the revised UCM Mentoring Guidelines.

VIII. 2015-2016 Graduate Division Fellowship Timeline   5 min
Background: GC was asked by the Graduate Division to provide feedback on the proposed 2015-2016 Graduate Fellowship Timeline. The Graduate Fellowship Guidelines will be reviewed by the GC Awards Subcommittee and discussed on November 18.
Action: Discussion and approval of the proposed timeline.

IX. Consultation with VPDGE Marjorie Zatz   15 min
Discussion Items:

- Priorities for AY 2014-2015
- Proposed Joint Policy Meetings
- Online Graduate Application System

Informational Item: VPDGE Memo to Graduate Group Chairs & School Deans- USAP Graduate Division Student Support for AY 2014-2015