

GRADUATE COUNCIL (GC)**Meeting Minutes****Monday, May 9, 2022****1:30 – 3:00 PM****COB 2 Room 392****I. Consultation with UGC Chair, Holley Moyes (1:30-1:40)**

- A. Accreditation concerns regarding campus definitions of online courses/programs: revisiting recent revisions to the course proposal supplemental questionnaire

The CRF subcommittee met with UGC on February 2, 2022 and collaborated to revise the supplemental form and rubric to specify:

- Student participation in instructional activities (“Academic Engagement”)
- Substantive interaction between instructors and students (“Faculty -initiated Regular and Substantive Interaction”)
- Student expectations for participating in online modality, e.g., netiquette
- Syllabi for distance education courses communicate the average number of hours per week students should expect to spend on coursework. (In other words, the credit hour policy as applied to the course.)

Proposed Revisions to the CRF Policy are available [here](#).

Accreditation Liaison Officer (ALO) Martin’s response to the proposed revisions to the CRF policy is available [here](#).

**Requested Action:** GC to revise Procedures and Policies for Approval of New Graduate Courses and Graduate Course Changes to define in-person (onsite) education to be 50% or more of the instruction and interaction (i.e., contact hours) occurs with students and the faculty physically present together.

GC and UGC formed a joint committee in Fall 2021 to discuss a method for approving and tracking online courses. There is concern that students could inadvertently achieve an online degree. UGC has proposed a requirement for departments to submit a four-year course plan to track which courses are offered online in each major. UGC Chair Moyes noted that the Registrar can track online courses and block registration for students who are close to the threshold for achieving an online degree. If a student is unable to enroll in a course because their registration has been blocked, they would have the option to petition for that course. Also, all hyflex or hybrid courses will be considered online.

Chair Hestir recommended implementing the following revisions to the GC CRF Policy that UGC has proposed:

1. *“As required by UC Merced’s [Credit Hour Policy](#), faculty who are proposing to teach courses in which less than 70% of their scheduled meeting time occurs in person must explain the rationale via the [Supplemental Questions for Distance or Blended Course Approval Requests](#) and must indicate in Curriculog that the course employs a web-based instructional method.”*
2. *“As per accreditation policy, substantive change review is required for programs in which 50% or more of the courses will be offered through distance education. Program faculty are responsible for identifying, ensuring program adherence to, and communicating these substantive change requirements to the Senate Office and Office of Periodic Review, Assessment, and Accreditation Support. Programs should contact the campus’ Accreditation Liaison Officer as the program approaches the 50%”*

*criterion. All distance and blended course offerings count as online offerings for the purposes of this criterion. “*

**Action:** GC Analyst will circulate both the UGC and GC CRF Policies with proposed revisions to both. Comments on GC policy are due Thursday May 12, 5:00 pm. GC will then review and approve the GC CRF Policy via consent calendar.

## II. Chair’s Report (1:40-1:50)–Chair Hestir

### A. Regular Check-in Meeting with UGC Chair Moyes, VPDUE Frey, and VPDGE Kello (5/2)

A meeting took place to discuss the messaging that was recently circulated regarding Fall 2022 instruction. The messaging noted that Fall 2022 instruction will resume in-person, which means that all temporary suspension of Senate review of modality changes associated with accommodations for instructors have expired. Those who want to teach their class online for any purpose must submit a request for Senate review and follow pedagogical purposes. Those who have been approved to teach their class online through Accessibility Services must work with their supervisor.

### B. Divisional Council (5/5)

The approved May 5, 2022 Divisional Council meeting minutes are available [here](#).

Chair Hestir reported that AFAC member, Charlie Eaton, attended the Divisional Council meeting to discuss the new Academic Activity Policy. The new policy includes guidelines and recommendations for reporting students’ academic activity and reducing their institutional debt.

### C. CCGA (5/4)

Chair Hestir reported that a joint letter between CCGA and the Council of Deans was transmitted to Provost Brown on mitigating the impacts of COVID for graduate students and postdocs. The letter included several recommendations for extending Achievement Relative to Opportunities (ARO) principles to the evaluation of postdocs and junior faculty. Additional recommendations included increasing incentives for people to continue to participate in academia, addressing the housing crisis, graduate student services for assisting with mental health, etc.

Chair Hestir also reported on the impacts of the broken Oracle Financial System in regards to the advancement of the current cohorts of graduate students and postdocs. Members of CCGA offered to write a letter to Provost Brown seeking support to help resolve the issues.

## III. Consent Calendar (1:50-1:50)—Chair Hestir

### A. The agenda (5/9/22)

**Action:** The consent calendar was approved as presented.

## IV. Systemwide Review Items (1:50-2:00)—Chair Hestir

### A. [Report of the Negotiated Salary Trial Program Phase 2 Taskforce](#)

**Requested Action:** Identify a lead reviewer. Lead reviewer will provide their comments by Monday, May 16, 2022. Voting members will be invited to review a draft memo before transmittal to the Senate Chair.

**Action:** Member Hratchian volunteered as lead reviewer and will send his comments to the GC Analyst by Monday, May 16, 2022. Comments are due to the Senate Chair by May 27, 2022.

### B. [APM - 715 and APM – 760](#)

Materials are available in GC's shared box folder [here](#).

**Requested Action:** GC to determine if Council will opine. If GC decides to opine, identify a lead reviewer. Lead reviewer will provide their comments by Monday, May 23, 2022. Voting members will be invited to review a draft memo before transmittal to the Senate Chair.

**Action:** Chair Hestir volunteered as lead reviewer and will send her comments to the GC Analyst by Monday, May 23, 2022. Comments are due to the Senate Chair by June 3, 2022.

**V. Graduate Division Updates (2:00-2:20)—Interim VPDGE Chris Kello**

A. Mentorship Workshop debrief

Approximately 20 faculty members attended the Mentorship Training Workshop and reported the event a success. A luncheon is scheduled for May 10, 2022. VPDGE Kello plans to attend and noted the importance of identifying faculty who would be interested in a small stipend to continue the tradition.

B. Graduation numbers

UC Merced has reached a new record of nearly 100 PhD graduates. VPDGE Kello was unsure of the number of Master's students but reported it to be in the normal range.

C. [Revisions to the Handbook](#)

VPDGE Kello reported that the revised language regarding the number of units for full-time – from 8 units to 12 units - has been circulated to GC voting members. A member inquired about the Master's thesis and recommended replacing "dissertation" with "thesis" in the relevant Master's section.

**Action:** Members voted to approve the recommended revisions to the Handbook with the addition of the "Master's thesis". GC Analyst will notify VPDGE Kello of GC's endorsement.

**VI. Consultation with Graduate Student Tyrome Sweet (2:20-2:35)**

A. [UC Merced Engagement in the UC Historically Black Colleges and University \(HBCU\) Initiative](#)

At its April 11 meeting, GC held a discussion regarding how to increase the number of UC-HBCU faculty grants awarded to UCM and how to increase UC-HBCU fellow doctoral enrollment. Graduate Student Tyrome Sweet is joining today's meeting to further discuss UC Merced Engagement in the UC-HBCU Initiative.

**Requested Action:** Members to engage in discussion and determine next steps.

Graduate student Tyrome Sweet reported on two events, which allowed him to engage with students who shared interest in graduate school. UC Merced has many graduate programs in science-related fields that many incoming students showed interest in. Tyrome enjoyed connecting with the students at Benedict College, where he attended for his undergraduate education. He emphasized the importance of research experience and recommended providing additional programs and Research Assistant (RA) opportunities for students.

VPDGE Kello clarified that Alpha Phi Alpha is a black fraternity, which held two regional conferences. Tyrome's PhD advisor is in partnership with the UC HBCU grants, with one being GC member Hatton. Member Hatton is currently conducting research with his grant regarding barriers and a sense of belonging. Chair Hestir wondered if Tyrome had discussed with students the barriers that may arise when matriculating to UC Merced from an HBCU and how to overcome them. Tyrome explained how several students felt they were not eligible or were unsure how to apply what they have learned in the class room to research. The most challenging aspect of graduate school is not being exposed to certain situations where the knowledge acquired from programming classes is applied to real-life situations.

Chair Hestir also wondered if having UC Merced graduate students participate in these events was helpful in terms of recruitment. Tyrome noted that it was beneficial because students were able to see graduate school from both the perspective of the graduate students and the administration.

**VII. Graduate Student Rights and Responsibilities with Graduate Student Representative Edgar Perez-Lopez (2:35-2:55)**

Graduate Student Edgar Perez-Lopez provided an overview of the recent revisions made to the Graduate Student Rights and Responsibilities (GSRR) document. The updated document is available [here](#). He noted that the document is now more generalized and does not include specifics, especially in terms of the Union contract. The final document includes the perspectives of students, faculty, and the administration. Chair Hestir encouraged members to review the document and engage in discussion via email.

**Action:** Voting members will be invited to review the updated GSRR document via email and respond with any comments **by 5:00pm, Thursday, May 19, 2022**. Please note changes to the document may be suggested to GSA, but cannot be made through any comments in the document, as GC does not own this document. Chair Hestir will request a vote to endorse by email unless membership agrees further discussion is required. Please let Chair Hestir know if you would like to schedule a special meeting to further discuss this topic.

**VIII. New Business? (2:55-3:00)**

No new business was discussed.

**IX. Informational Items**

- A. [Summer 2022 Enrollment - April 25, 2022](#)
- B. [Fall 2022 Enrollment - April 25, 2022](#)
- C. [CRE Memo to GC](#) - Endorsement of Bylaw Amendments (Student Selection, Appointment, and Participation)
- D. [Fall Enrollment - May 2, 2022](#)