

Graduate Council (GC)
Minutes of Meeting
January 19, 2016

Pursuant to call, the Graduate Council met at 1:30 pm on January 19, 2016 in room 362 of the Kolligian Library, Chair Michael N Dawson presiding.

I. Abigail Rider, AVC for Real Estate Services

AVC Rider delivered a brief presentation on 2020 Project updates, including the proposed square footage and estimated roll out of various instructional/faculty and student space. The campus has shortlisted three development teams and expects to receive a proposal from each. A final decision is expected to be made circa May 2016. The long-term goal is for a (good) space for every graduate student, which should be attainable from ca. 2017/18, but in the interim shortages will need creative solutions.

Faculty members are being sought to serve as scorers on the 2020 Project RFP evaluation committee from February – May 2016.

II. Chair's Report

Chair Dawson updated GC members on the following:

--January 6 abbreviated CCGA meeting. UCM's Economics CCGA proposal was reviewed. Chair Dawson will elaborate on this during today's executive session.

III. Consent Calendar

ACTION: Today's agenda and the December 9, 2015 meeting minutes were approved as presented.

IV. Consultations with Graduate Council

In previous meetings, GC discussed possible individuals to invite to future GC meetings. GC reached a consensus that Interim VC of Student Affairs, Charles Nies, should be on the invitee list. The Registrar is confirmed to attend the February 2 meeting, and the VC and AVC of Development & Alumni Relations have been invited and their response is pending. These plus the VC for Planning & Budget and Provost/EVC (per prior

discussion/correspondence) should also be invited at least annually to meet with GC. GC also agreed that the council chair should attend the VPDGE's standing meetings with graduate group chairs.

ACTION: VPDGE Zatz to send her schedule of standing meetings with graduate group chairs to GC Chair Dawson.

V. MS Thesis Committee Composition

During its December 9, 2015 meeting, GC considered a request from a graduate group (ES) to amend the Graduate Advisors' Handbook for consistency with that group's Policies and Procedures regarding the composition of Masters Thesis Committees. The final authority on MS thesis committee composition is delegated to the graduate groups under certain circumstances and with some restrictions, with the Graduate Division, on behalf of GC, retaining the right to grant or decline exceptions.

Prior to this meeting, Chair Dawson drafted a memo with relevant attachments to graduate group chairs, VPDGE Zatz, OPRAAS, and PROC. GC members in attendance approved the document with no modifications.

ACTION: Analyst will solicit the email approval of the draft memo from the two absent Council members. The clarifying email (after editorial check) will then be shared with Environmental Systems and all graduate group chairs.

VI. Concentrations and Designated Emphases

The policy is currently being considered by Division Council and comments are expected by February 8. GC members discussed how to proceed with requesting proposals of concentrations and designated emphases from all graduate groups once the policy is endorsed by Division Council. Council members agreed that proposals should be handled in much the same manner as CCGA proposals, whereby, the lead authors of proposals are encouraged to seek input from the Council before the Council officially receives, reviews, and provides formal comments. GC members also pointed out the challenge of the timeline, as the graduate fellowship awards currently are scheduled to be reviewed at similar time this semester, as well as the graduate group policies and procedures.

GC members agreed that, if/when policy is endorsed by Division Council, GC will circulate the approved policy with a request that graduate groups indicate (1) their intention to propose or not propose (a) concentrations and/or (b) designated emphases and (2) their target date for enactment, bearing in mind that the actual date may vary for many reasons. Proposals for concentrations, and possibly emphases, should then be solicited probably for circa the first week of April.

ACTION: If/when policy is endorsed by Division Council, GC will send memo to all graduate group chairs, asking for an indication of whether they plan to propose a concentration or designated emphasis and their estimation of when they will implement them. This item to be placed on the agenda for the first meeting in March.

VII. Graduate Group Policies and Procedures

At the time of this meeting, EECS and Political Science submitted policies and procedures. All other graduate groups must be sent reminders. The deadline to submit to GC was the first day of spring instruction (today).

After all policies and procedures are reviewed, they will be posted on the Graduate Division website and maintained in the Senate archives & website.

ACTION: Analyst will send reminders to the graduate groups that have not yet submitted their policies and procedures with a requested deadline of no later than February 16.

VIII. Online Graduate CRF System

Progress on this matter has been delayed by capacity in the Senate Office. We are trying to address this shortfall so that historic CRFs can be entered into the system, CRFs for the March deadline can be entered later this semester, and then inconsistencies checked and amended (by GC [in consultation with graduate groups]). The goal is for the online system to be launched in time for fall 2016. GC will be kept apprised of the progress.

IX. Consultation with VPDGE Zatz

VPDGE Zatz updated GC members on the following:

- The campus has surpassed the number of applications from last year at this time. We are currently at 629.
- Visitation weekend will be held February 19 - 20.
- 20 students participated in dissertation boot camp
- 32 students applied for various grants and awards including the Fulbright
- The interdisciplinary grant proposal deadline is March 18.
- On March 17, the inaugural Chancellor's Dialogue on Diversity and Interdisciplinarity will be held. The speaker will deliver a public lecture and speak to graduate students and campus leadership. The Graduate Division is coordinating this event.

X. Executive Session

Voting members only. No minutes taken.

There being no further business, the meeting adjourned at 3:00 pm.

Attest:

Michael N Dawson, GC Chair