

Graduate Council (GC)
Minutes of Meeting
December 9, 2015

Pursuant to call, the Graduate Council met at 4:00 pm on December 9, 2015 in Room 397 of the Kolligian Library, Chair Michael Dawson presiding.

I. Chair's Report

Chair Dawson updated GC members on the following:

--December 2 CCGA meeting.

- Openness in research. Due to national security issues, restrictions are placed on non-US citizens who are conducting research sponsored by certain agencies (e.g. Department of Defense, NASA). How does UC balance this with principles of openness and diversity in research?
- UC Mexus. A multi-campus research program, UC Mexus has existed for approximately 15 years and is undergoing review. A few points of interest: 900 people surveyed across the UC system in consensus consider the program effective; the several lines of funding are used unevenly by different disciplines; the program is taking these and other data into consideration during the review.
- Agriculture & Natural Sciences (ANR). Liaison with federal agencies is attempting to build relationships in similar way to the national labs.

-- November 30 Division Council meeting.

- The Provost/EVC acknowledged that there are significant space challenges for graduate students but finding additional space does not have to occur within the restrictions of the 2020 project. Graduate student space (and faculty space) is one of the top priorities.
- The 2020 project will affect the regional community in terms of infrastructure, beneficial to both the campus and the community.
- The Committee for Diversity and Equity submitted a memo to Division Council who forwarded the memo to the Provost/EVC and Vice Provost for the Faculty regarding the lack of diversity in UCM's endowed chairs, and, the vacancy of many of these chairs. The Provost/EVC stated that he agrees with most of the tenets of the memo and stated that he intends to introduce processes for the nomination of endowed chairs to help recruit and retain faculty members.

--December 2 Meeting of the Division

- Provost/EVC expressed his appreciation for faculty participation in the 2020 Project design team meetings and thanked the faculty for its feedback. Faculty members who attended these sessions reported feeling more optimistic that their concerns are being heard.
- Strategic Academic Focusing. The three pillars identified by the Provost/EVC to receive FTE lines are each progressing at different speeds. The Provost/EVC noted that if any pillar cannot conduct a search this year, its FTE line will carry over into next year.

II. Consent Calendar

ACTION: Today's agenda and the November 18 meeting minutes were approved as presented.

III. CRF

- CHEM/PHYS/BEST/ME 285.

Prior to this meeting, the relevant graduate groups submitted revised syllabi in response to GC's request for clarification. GC members discussed the course's proposed grading scheme and stated the need for a clear assessment and demonstration that this course provides good learning outcomes.

ACTION: GC chair will draft a response memo to CHEM/PHYS/BEST/ME stating that GC tentatively approves the course pending further clarification on the grading scheme.

IV. Awards Subcommittee

Prior to this meeting, the awards subcommittee finalized their rankings of the graduate student fellowship applicants. Awards subcommittee chair Burke also wrote a summary of the review process for distribution to GC. VPDGE Zatz stated that award announcements were sent out by the Graduate Division, and then briefly spoke about her justifications for selecting the awardees.

V. Revised GASP Major Proposal

GC voted to endorse the revised proposal.

ACTION: GC chair will draft a memo to be sent to the Senate Chair with GC's endorsement.

VI. Emphases and Concentrations Policy

Comments were received from a Senate committee and an individual faculty member. Vice Chair Balasubramaniam reported that PROC viewed the draft policy favorably, however, the committee asked for clarity on whether program review encompasses designated emphases. PROC's comments were not transmitted to GC.

ACTION: GC chair will draft a memo.

VII. Revised Grade Appeal Policy

The period of campus review has concluded. GC voted to approve sending the policy for campus distribution.

ACTION: GC chair will draft a memo to the Senate Chair, requesting campus wide distribution of the final grade appeal policy.

VIII. GC Consultations

At the request of the GC chair, members opined on which campus constituents they would like to consult with on a periodic basis. VPDGE Zatz is already an ex-officio/non-voting GC member and the Provost/EVC attends GC meetings once a semester. Other suggested guests include the Registrar, the VC and AVC of Development & Alumni Relations, and Graduate Group chairs. It was suggested that the GC chair could attend the standing meetings the VPDGE already holds with graduate group chairs. Alternatively, GC could invite all graduate group chairs to a future GC meeting.

ACTION: GC members to send further ideas of potential guests to the GC chair and analyst.

IX. MS Thesis Committee Composition

ACTION: Tabled until the next meeting.

X. Masters Readmission Protocols

ACTION: Tabled until the next meeting.

XI. “Attached” (not Conjoined) Courses

Prior to this meeting, the GC chair distributed a draft policy on this issue. GC members unanimously endorsed the proposed policy.

ACTION: GC to send a memo to graduate group chairs, deans, VPDGE, Registrar, and OPRAAS.

XII. Teaching as Scholarship

ACTION: Tabled until the next meeting.

XIII. Consultation with VPDGE Zatz

- Visitation weekend – graduate group chairs have reconsidered the date for visitation and moved it to Feb 19-20, providing more time for planning.
- The Graduate Division will be proposing courses and/or certificates, ideally beginning Fall 2016.

A member of GC requested clarification/definition of what “courses” and “certificates” constituted in this context, with which graduate group(s) the course/certificate would be associated. VPDGE responded that the first proposals would be for courses, probably of 1 unit, offered by the Graduate Division with a ‘GD###’ moniker. The member of GC suggested that discussion of the proposal for Graduate Division offering courses and/or certificates be put on the agenda for an upcoming meeting. VPDGE confirmed that the intention was that any such course would go through the standard CRF process.

- Recruitment and admissions – Graduate Division has been working with some of the graduate groups to send out targeted email blasts to prospective students, as well as students whose

applications are not yet complete.

- Graduate Division recently received funding from the Chancellor for a Strategic Communication Plan for Diversity.
- Expansion of Graduate Dean’s Incentive Award to include a \$200 award for graduate student submission of a grant proposal (it may or may not specify dissertation focus) with a budget of \$12,000 or more. Limited to one \$200 submission award per year and does not include postdoctoral fellowship proposals.
- Get the word out that faculty must conduct annual reviews of all graduate students.

A GC member asked what currently was done in terms of the Graduate Division monitoring the annual reviews and issuing reminders to those lacking. The VPDGE responded that all this is managed at the level of graduate groups; the Graduate Division has no information, other than that there oftentimes is a shortfall in evidence of poor progress when a question is raised about whether a student can progress in a lab. GC agreed to put this on the agenda for a subsequent meeting.

- Status of Graduate Advisor’s Handbook revisions. A finalized version of the Handbook should be submitted to GC by the end of this week.

XIV. Executive Session

Voting members only. No minutes taken.

There being no further business, the meeting adjourned at 5:30 pm.

Attest:

Michael N Dawson, GC Chair