

Graduate Council (GC)
Meeting Minutes
Wednesday, March 19, 2014

I. Chair's Report – Professor Valerie Leppert

- Academic Honesty Task Force (3/10) - Chair Leppert was unable to attend the meeting.

- Enrollment Management Council (3/10) - Chair Leppert reported that a draft white paper was presented to the council regarding the barriers on graduate student recruitment. The white paper was added to the GC agenda as an addendum.

- Strategic Focusing Initiative Town Hall Update (3/10) – GC Chair Leppert indicated that the meeting was postponed and has been rescheduled for today (3/19). GC Chair anticipates that another round of communication will be provided to the campus in the near future regarding the strategic focusing initiative.

- DivCo (3/17) – Chair Leppert provided a quick report on the main items discussed at DivCo including the potential changes to the Program Review Process, the Medical Education Task Force charge, and reorganization of UGC.

II. Consent Calendar

- The agenda was approved as presented.
- The CRFs listed below were unanimously approved:
 - CHEM/QSB 281- Molecular Dynamics and Biomolecular Simulation
 - SOC 205- Graduate Writing and Publishing Seminar
 - SOC 211- Graduate Statistics 2: Categorical Regression Analysis
 - SOC 221- Social Movements
 - SOC 290- Special Topics in Sociology
 - SOC 297- Research for Ph.D. Dissertation
 - PSY 222- Introduction to psychoneuroimmunology
 - QSB 291- Research Forums in QSB
 - PHYS 280/180- Nonlinear Dynamics
 - MATH/PHYS 201- Teaching and Learning in the Sciences
 - PHYS 399- University Teaching
 - COGS 204- Complex Adaptive Systems
 - QSB/ES 246- Community Ecology
 - EECS 272- Program Verification and Model Checking
 - EECS 279- Approximation Algorithms
 - BEST 221/MSE 121- Mechanical Behavior of Materials
 - QSB 290- Current Topics in Quantitative Systems Biology
 - IH 201A- Theories and Methods in the Study of the IH
 - IH 201B- Theories and Methods in the Study of the IH
 - IH 203- Pedagogy in the Interdisciplinary Humanities
 - IH 206- Methods and Research in Interdisciplinary Humanities
 - IH 210- Readings in the Interdisciplinary Humanities: Past Worlds

- IH 220- Readings in the Interdisciplinary Humanities: Social and Spatial Dynamics
- The following CRF was approved subject to graduate PLO revisions:
 - BEST 226- Nanodevice Fabrication

III. Revised EECS Policies and Procedures

GC requested revisions to the EECS Policies and Procedures on December 16 and a revised document was submitted March 3. Members reviewed the revised document and had the following comments/concerns:

- EECS should consider adding the “bare minimum” requirements for critical examinations in order to provide more guidance for students and include a clause that indicates final requirements will be determined by the student’s faculty advisor.
- Section 4.1 Master of Science (M.S.) (pg. 4) – More information should be provided for the Plan II capstone requirements in order to be consistent with the CCGA Guidance on Capstones (2/26.14).
- Section 5.1 Teaching Requirement (pg. 5) – There are five academic student employee titles used at UCM: Teaching Assistant, Teaching Fellow, Reader, Tutor and Graduate Student Researcher. In order to comply with the collective bargaining agreement between the UC Regents and the Student Workers Union; EECS should use only recognized classification titles for graduate students.
- 5.4 Ph.D. Qualifying Examination (pg. 6) & 5.6 Dissertation and Final Examination (pg. 7) – A unanimous vote is required by the Examination Committee for all critical examinations. If the Examination Committee is not able to reach a unanimous decision the Graduate Council and Graduate Dean should be notified.
- Section 7: Leaves (pg. 8)- Replace “Consistently” with “Consistent”

A motion was made, seconded and carried to send a memo to EECS with the recommendations outlined above.

Action: Senate Analyst will draft memo for forwarding to the EECS.

IV. Graduate Regulations

With the approval for Fast Track Review of new doctoral degrees emerging from existing emphases within the IIGP, WASC made one single recommendation to the campus: formalize graduate policies by including them in our Senate Regulations. The Policy Subcommittee was asked to review and provide comments on the draft graduate regulations. Per Division Bylaws, changes to Division Regulations need to be presented at the Meeting of the Division scheduled on May 1, 2014.

Members discussed the draft graduate regulations and had the following comments and edits:

- Should consider using the formatting used by UC Irvine where the Division Regulations are formatted in sections and use appendices for policies that change frequently. Examples of appendices are the grade appeal and academic honesty policies.
- Change of Grade & Incomplete Sections- Need to bridge the gap between Registrar policy and language currently used in the regulations.

- Page 3 states that “an I grade is recorded permanently” but for graduate students the I grade is not recorded permanently but will revert to an F or U.
- Normal Time to Degree (pg. 4)- should replace Graduate Council with Graduate Group as normal time to degree is determined by graduate group and approved by GC.
- Satisfactory Progress, Unsatisfactory Progress and Academic Qualifications (pg. 10) – Members asked for clarification on the difference between disqualification and dismissal.

Action: Senate Analyst and GC Chair will make the additional revisions discussed above and send revised draft for GC members to review. The revised draft of the graduate regulations will be discussed on April 2, 2014.

V. COR Review Process for Research Units

GC was asked to review and provide comments on a draft of recommendations for evaluating current research units and approving future research units on campus.

Action: GC will review the proposed criteria on April 2, 2014.

VI. Joint Senate-Administration Library Working Group Final Report

The final report was submitted to the Senate Chair López-Calvo and Provost/EVC Peterson. Standing committees were asked to review and provide comments on the Working Group’s Final Report. In general, Graduate Council was supportive of the Working Groups recommendation to grow the library budget and establish a library advisory group. Members agreed to note their concern with the lack of expertise within the Library staff that support graduate education and need to clarify the delegation of responsibilities for all departments involved for publication of dissertations.

Action: Senate Analyst will draft memo for forwarding to the Senate Chair by March 25, 2014.

VII. Discussion Item: Seminar Courses

Undergraduate Council notified GC that they may discuss seminar enrollment sizes. There are no systemwide guidelines/restrictions for seminar enrollment.

Action: GC will discuss the seminar enrollment sizes on April 2, 2014.

VIII. Executive Session- GC Members Only

No minutes were recorded for this portion of the meeting.

There being no further business, the meeting adjourned.

Attest:

Valerie Leppert, Chair

Minutes Prepared by:

Mayra Chavez, Senate Analyst