

Graduate Council (GC)
Meeting Minutes
Tuesday, October 21, 2014
1:30-3:00pm

I. Chair's Report – Professor Kathleen Hull

- Joint CAPRA/DivCo Meeting (10/8): Chair Hull provided a quick report on the main items of discussion during the Joint CAPRA/DivCo meeting with Provost/EVC Peterson. Provost/EVC Peterson provided a quick report on the information provided at the Faculty Forum and discussed having facilitated discussions around the five pillars (thematic themes) for strategic focusing. Provost/EVC Peterson stated that consultation would be sought with the Senate; however, he would have the final decision on distribution of FTE lines. Space was also briefly discussed and the Provost would like to make sure the growth of space is aligned with enrollment and recruitment of graduate students.
- DivCo (10/8): Chair Hull provided an overview of the discussion items relevant to graduate education. Senate Vice Chair Ricci indicated that during the Systemwide Senate Chair and Vice Chair Retreat, the management of Lawrence Berkeley National Lab was discussed and as was the potential to draft a policy to allow graduate students and international students to work in the lab. Also discussed was the possibility of adding a new agriculture station to the system. DivCo reviewed the standing committee comments for the IT Advisory Council Charge, SSHA's request to suspend the appraisal form, and the campus space issues. The COR Chair noted that the periodic review of SNRI is coming up and review of the Office of Research Compliance and Integrity. COR will work on surveys regarding Institutional Review Boards (IRBs), and the GC Chair noted that they will need to make sure distinctions are clear for graduate students, faculty and staff involved in IRBs.
- Chair Hull reminded members of the Meeting of the Division scheduled on November 14, 2014 from 3:00-5:00pm with a reception to follow from 5:00-6:30pm.

II. Consent Calendar

- The agenda was unanimously approved as presented.
- The GC September 23 Meeting Minutes were unanimously approved.
- The GC October 7 Meeting Minutes were unanimously approved.

III. CAPRA's Space Principles

GC discussed the space principles that were drafted by Committee on Academic Planning and Resource Allocation (CAPRA) in response to the serious space shortages faced by faculty, graduate students and researchers.

Action: GC will provide comments to Senate Chair by November 3.

IV. Distinction of Graduate Group Tracks, Emphasis, Concentrations & Minor Areas

Last year, GC received a request from a graduate group on the possibility of establishing a graduate minor and another request to create an emphasis area that would appear in graduate student transcripts. GC requested information from ALO Martin asking if establishing non-

degree graduate programs would trigger a Substantive Change Review and ALO Martin conveyed that WASC would only need to be notified.

GC reviewed and discussed the documents listed below.

- Graduate Group request to establish a graduate minor
- Graduate Group request to establish emphasis areas
- ALO Memo to GC
- Graduate Degree Annotations at UCSC
- UCI Process for Establishing Concentrations, Emphasis, and Specializations within Established Degree Programs

GC members agreed to explore the development of a policy to ensure clarity, uniformity, establish a mechanism for programmatic review, and a consultation process with the administration to ensure appropriate resource allocation. The Santa Cruz model and UCI policy will be used to set the foundation for development of a policy. Members agreed that customized concentrations would not be allowed.

Action: The GC Policy Subcommittee will be asked to draft a policy to establish non-degree granting programs. The policy will be written in consultation with the Office of the Registrar, ALO Martin and VPDGE Zatz.

V. Graduate Group Policies and Procedures Template

GC reviewed the revised Graduate Group Policies and Procedures Template and had minor grammatical revisions. Members were enthusiastic, as the proposed revisions to the template should facilitate the implementation for graduate groups and expedite review by GC.

A motion was made, seconded and carried to approve the revised template with minor edits.

Action: GC will send the approved template to Graduate Group Chairs.

VI. Review of Graduate Group Bylaws

On August 20, a notification was sent to all Graduate Groups regarding the approved Graduate Group Bylaws Template and Review Policy. Graduate Group Bylaws developed or revised after April 2, 2014 should be prepared as a Word document and be formatted according to the approved template. For bylaws developed before April 2, 2014, groups should adopt the current Graduate Group Bylaws template, but at the very least groups should have the information that is specifically outlined in the template. Members discussed and agreed to establish a three year review cycle.

Action: GC will send a memo to all graduate groups notifying them of the review and implementation of a three year review cycle.

VII. Systemwide Review Items:

A. APM 133, 210, 220 and 760

DivCo extended the opportunity to opine on the proposed revisions to the Academic Personnel Manual Section 133.17.g.j- Limitation on Total Period of Service with Certain Academic Titles, Section 210.1.c & d- Review and Appraisal Committees, Section 220.18.b- Professor Series, and Section 760.30.a- Family Accommodations for Childbearing and Childrearing.

Action: GC will discuss the proposed revisions on November 4.

B. APM 80 and 330

GC was extended the opportunity to opine on the proposed revisions to Academic Personnel Manual Section 80- Medical Separation and Section 330 Specialist Series.

Action: GC will discuss the proposed revisions on November 4.

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:

Kathleen Hull, Chair

Minutes Prepared by:

Mayra Chavez-Franco, Senate Analyst