

**GRADUATE COUNCIL
ANNUAL REPORT
2018-2019**

During the academic year 2018-2019, the Graduate Council (GC) met seventeen times in person and conducted some business via email with respect to its duties as outlined in UCM Senate Bylaw [II.IV.3.B](#). Over the course of the year, guest attendees included EVC/Provost Gregg Camfield, Vice Chancellor, Office of Research and Economic Development, Sam Traina, Associate Dean, Graduate Division, Chris Kello, Assistant Dean, Graduate Division, Jesus Cisneros, Graduate Division staff member, Eric Cannon, IT Project Manager, Melissa Tessier, Associate Registrar, Josh, Reinhold, and members of the Budget Development Team, Kurt Schnier and Romi Kaur. University Registrar Erin Webb participated in meetings as a consultant to the committee. A summary of Graduate Council's business for the year follows.

GC ADMINISTRATIVE ORGANIZATION

GC operated with two standing subcommittees that met primarily via email throughout the year. The CRF Subcommittee reviewed all requests for new graduate courses and modifications to existing courses, with its recommendations put to the Council as a whole. Likewise, the Policy Subcommittee made recommendations to the Council as a whole regarding all graduate-related policies, including Graduate Group Policies and Procedures. Subcommittee memberships were as follows:

CRF Subcommittee:

- Fall 2018 membership: Fred Wolf (SNS), Chih-Wen Ni (SoE), Rose Scott (SSHA)
- Spring 2019 membership: David Ardell (SNS), Chih-Wen Ni (SoE), Rose Scott (SSHA)

Policy Subcommittee: LeRoy Westerling (SoE), Hrant Hratchian (SNS), and Teamrat Ghezzehei (SNS)

Andy LiWang led GC's oversight of graduate fellowships and awards. To manage workload associated with recruitment and continuing fellowships, applicant reviews were conducted by a panel of faculty members recruited from graduate groups and that included GC member LiWang. GC reviewed the panel's rankings and made a final recommendation to the Graduate Dean. Applications for the Outstanding Teaching Award and the Shadish Award were reviewed by the GC membership itself, again with recipient recommendations made to the Graduate Dean. As in prior years, GC devolved responsibilities for more specialized, smaller fellowships entirely to the Graduate Division.

PROPOSALS FOR NEW PROGRAMS OR REVISIONS TO EXISTING PROGRAMS

Over the course of the year, GC approved the following:

- A request from the Public Health Graduate Group to revise the program's degree title to Master of Science in Public Health (MSPH) from an M.S. in Public Health (M.S. in PH)
- A proposed concentration in Ecology and Evolutionary Biology in the Quantitative and Systems Biology graduate degree program, effective Fall 2019
- A proposal to establish a distance education version of the existing *UC Merced Extension Teacher Preparation Program, Multiple Subject Credential and Single Subject Credential*. On April 11, 2019, it approved a revised version of the proposal submitted clarifying the number of units required to complete the non-degree program.

GRADUATE COURSE REQUESTS

GC approved 46 requests for new courses or revisions to existing courses, including seven University Extension courses.

GRADUATE STUDENT APPOINTMENTS AS INSTRUCTOR OF RECORD FOR UPPER DIVISION COURSES

GC considered, and approved jointly with UGC, 18 requests to appoint graduate students as instructors for

upper division courses. GC also approved requests for nine reappointments.

NON-SENATE FACULTY APPOINTMENTS TO INSTRUCT GRADUATE COURSES

GC approved one petition for a non-Senate faculty member to teach a graduate course.

GRADUATE EDUCATION POLICIES

GC undertook the following actions regarding graduate education policy:

- *Distance Education*: Advised University Extension that a proposal is required to establish a distance education version of an existing program, on the basis that, while the academic content of the program will not change, the resources needed to deliver the program will.
- *Non-Senate faculty eligibility to instruct graduate level courses*: GC revised its policy on Non-Academic Senate Faculty Eligibility to Teach Graduate Courses delegating the authority to grant exceptions to the Graduate Dean on behalf of GC. Annually, the Graduate Dean will issue a report to GC summarizing data describing exceptions requested and their resolution.

GC also initiated a review of the effectiveness of Curriculog, the campus's course request management system, one year after its implementation. With the support of an IT Project Manager and in collaboration with the Registrar's Office, interviews were conducted with stakeholders representing all user types. Upon review of the resulting report, GC recommended the formation of a work group in 2019-2020 to review CRF policy with the goal of increasing the efficiency of the CRF process.

GRADUATE GROUP POLICIES AND PROCEDURES AND BYLAWS

GC approved, effective fall 2019, revisions to the Policies and Procedures of the following programs:

- Applied Math
- Electrical Engineering and Computer Science
- Management of Complex Systems
- Physics
- Psychological Sciences

GC also approved the MIST Graduate Group's request for an exception to campus admissions policy allowing the substitution of GMAT for GRE scores for student admission to the Management of Complex Systems (MCS) MS/PhD degree programs. In approving this request, GC noted that this arrangement was proposed in the approved CCGA proposal.

GC approved revisions to the Bylaws of the following program: Public Health.

SENATE AWARDS

GC recommended Miriam Barlow for the Senate's Distinguished Graduate Teaching / Mentorship Award.

GRADUATE PROGRAM REVIEW

GC's PROC Liaison, Maria DePrano, kept GC abreast of the academic program review processes for the Quantitative Systems and Biology and Psychological Sciences programs. This includes making recommendations regarding the charge to the associated program review teams and discussion of the resulting team reports. Via GC's PROC liaison, GC also made recommendations on GC's role in the review process, including the role of the PROC liaisons in review team site visits.

REVISIONS TO DIVISION REGULATIONS

GC recommended to the Division, and the Division adopted at the 2019 Spring Meeting of the Division, revisions to Division Regulations reducing the minimum number of units for a Plan II master's degree to 24 from 30. The revisions, which addressed the disparity between the minimum number of units required under Plans I and II, the thesis and comprehensive exam options respectively, enable coursework to be finished in one-year and make the

number of units divisible by 12 (the number of units considered full-time for a graduate student).

CONSULTATION WITH ADMINISTRATION

Over the course of the year, GC consulted with the administration on various topics, select highlights are as follows:

- *Space Planning for Graduate Programs*: At its October 2, 2018 meeting GC consulted with the Executive Director for Space Planning and Analysis. Members highlighted the importance of geographic proximity to the development of intellectual community foundational to graduate education.
- *Campus Instructional Budget*: At its October 18, 2018 meeting, GC consulted with members of the Budget Development Team on the development of the campus' instructional budget. Members emphasized the department-centric model must appropriately support interdisciplinary graduate groups and urged this aspect of the model be assessed for adequacy during its pilot phases. Members also emphasized that resourcing for graduate education must be planned in its own right, not simply driven by undergraduate budget planning, and highlighted teaching assistantships as an example of the inherent connections between undergraduate budget planning and graduate educational needs.
- *Graduate Student Funding*: The administration initiated development of a graduate student funding model. As part of this effort, data provided by Graduate Division indicated that per capita graduate student funding had been declining at UC Merced and was lower than that for sister campuses for which the campus has data. Noting that the amount of funding was more important than the funding model, GC developed a memo to the administration, which was endorsed by Divisional Council, highlighting the need for increased graduate student support and, more generally, an increased focus on support for graduate education and research as part of the campus' goals for achieving R1. The memo informed a commitment from the Provost to halt any further decline in per capita graduate student funding and over time gradually increase support.

CAMPUS AND SYSTEM REVIEW ITEMS & OTHER SENATE CHAIR REQUESTS FOR COMMENT

GC offered comment or otherwise took action on the following review items.

Campus Review Items

- Commented on the proposal from University Extension to establish a new *Non-Degree Certificate in Child Development and Care (CDC)* (9/18)
- Endorsed with comments *Recommended Voting Policies in Academic Personnel Cases* (10/9)
- Commented on *Proposed Revisions to Bylaws II.IV.4.A – LASC Membership* (10/9)
- Endorsed the proposed *Principles to Guide the Conduct of Executive Session* (11/8)
- Commented on revisions to the campus's policy governing the award of posthumous degrees proposed by UGC (11/27)
- Commented on the proposed *Campus Space Management Principles* (12/13)
- Commented on the proposed *Policy for the Establishment of New Schools or Colleges* (12/21)
- Endorsed the proposal to rename the Social Science and Management (SSM) department to Economics, Business and Management (EBM) (2/14)
- Commented on the *Proposal for an Economics B.S.* (2/22)
- Endorsed with comments the draft charge to the Enrollment Strategy Committee (2/25)
- Commented on the draft campus space planning document *Space Allocation and Assignment: Definitions, Process and Standards* (3/11)
- Commented on the draft space planning document the *Office of Space Planning's Role in the Faculty Hiring Process* (3/11)
- Commented on the draft *Salary Recovery Policy* (4/22)
- Endorsed the draft *Policy on the Establishment, Disestablishment, and Review of Organized Research Units* (4/22)

- Commented on the proposal by the Academic Planning Work Group (5/6)
- Endorsed UGC's decision regarding the *Proposal for an Economics B.S.*, following review of the department's response to GC's comments (5/6)
- Commented on implementation sequencing of department chair duties proposed by the Transition Oversight Committee (5/8)

System Review Items

- Endorsed the proposed revisions to *Presidential Policy on Sexual Violence and Sexual Harassment* (11/19)
- Endorsed the proposed revisions to *Presidential Policy BFB-RMP-7 Protection of Administrative Records Containing Personally Identifiable Information* (11/19)
- Commented on proposed changes to *UC Presidential Policy BFBBUS- 46* (Use of Vehicles and Driver Selection Policy) (11/19)
- Endorsed the *Presidential Task Force Recommendations on Universitywide Policing* (12/13)
- Commented on proposed UC systemwide *Open Access Policy for Dissertations and Theses* (2/25)
- Endorsed the proposed draft revisions to the Sexual Violence and Sexual Harassment (SVSH) *Investigation and Adjudication Framework for Senate and Non- Senate Faculty* and the *Investigation and Adjudication Framework for Staff and Non-Faculty Academic Personnel* (2/25)
- Endorsed proposed revisions to *Senate Bylaw 336* (2/25)
- Commented on the report summarizing the UC system's assessment of the UC Center Sacramento (5/8)

Other

- Commented on a proposal from the Committee on Diversity and Equity to integrating diversity into academic program review (2/7)

Respectfully submitted,

LeRoy Westerling, Chair and CCGA Representative (SoE)

Hrant Hratchian, Vice Chair (SNS)

David Ardell (spring 2019; SNS)

Maria DePrano (SSHA)

Teamrat Ghezzehei (SNS)

Andy LiWang (SNS)

Chih-Wen Ni (SoE)

Rose Scott (SSHA)

Christina Torres-Rouff (SSHA)

Fred Wolf (fall 2018; SNS)

Ex-Officio

Kurt Schnier, Senate Chair (SSHA)

Anne Kelley, Senate Vice Chair (SNS)

Marjorie Zatz, Vice Provost and Dean of Graduate Education

Student Representative

Thaddeus Seher

Senate Staff

Brittany Conn, Senior Senate Analyst

Dorie Perez, Senior Senate Analyst

Laura Martin, Executive Director, Academic Senate