

Graduate and Research Council (GRC)**Meeting Minutes****Tuesday, November 6, 2012****1:00 p.m. – 2:30 p.m.**

I. GRC Representative Report

- UCORP (11/5) – *Professor Mike Cleary*
 - o The systemwide committee discussed proposed changes to the Composite Benefit Rates. Currently, every campus has its own benefits rates for health and retirement. UCORP also discussed the delay for implementation of UC Path. GRC discussed the base salaries proposed and how not all divisions have been given the opportunity to comment.
Action: Chair Leppert will ask the Senate Chair to request an opportunity for the Merced Division to comment.
 - o UCORP also discussed the establishment of the Portfolio Review Group that will be responsible for reviewing multi-campus research initiatives to rank and determine the systemwide funding priorities. This is a direct implication of Proposition 30. UCORP reviewed the preliminary analysis of the cost per research group to determine what costs may be reduced. The Portfolio Review Group will be composed of faculty and administration. Divisions will be asked to provide a faculty representative.
Action: GRC will make sure CoC Chair has received the request for a faculty representative on the Portfolio Review Group.
- CAPRA (11/1) - *Professor Ruth Mostern*

CAPRA reviewed the Political Science CCGA Proposal and began discussing the need for a campus strategy for Strategic Planning.

II. Chair's Report – Professor Valerie Leppert

- Chair Leppert reminded members to attend the Meeting of the Division on Thursday, November 8 at the Garden View Dining room from 3-5pm.

III. Consent Calendar

- The agenda was unanimously approved as presented.
- The draft memos to DivCo regarding Revisions of APM 700 and the new APM Section 430 were unanimously approved as presented.

Action: Senate Analyst will forward the approved memos to the Senate Chair.

- The CRFs listed below were unanimously approved as presented.
 - o POLI 213
 - o POLI 215
 - o POLI 216
 - o POLI 221
 - o POLI 222

Action: Senate Analyst will notify the registrar of the approved CRFs.

IV. Request for a GRC Volunteer for the Academic Honesty Task Force

Last year DivCo charged a task force with revising the academic honesty policy this year. A GRC representative has been requested for the task force. Chair Leppert asked for a committee volunteer and members agreed to send a request to all Graduate Groups for a volunteer.

Action: Chair Leppert will send a formal email request to all Graduate Group Chairs for a volunteer to serve on the Academic Honesty Task Force.

V. Update on Upgrade of UCM Graduate Application System – Acting Dean Kello

Graduate Division is upgrading the on-line graduate application system this year. Graduate group chairs have requested an update on progress of this project. Acting Dean Kello announced that improvements to the system should be completed by January 1. Graduate Division will be testing the system before it goes live. To help improve the application process, the Graduate Division will also hire temporary staff to help improve the routing of applications. The Graduate Division will evaluate how the internal system works before heading towards a market system used by other institutions. Members asked for clarification on how the Graduate Division will assess the in-house system.

Action: At the start of the next academic year, GRC will ask for feedback from the Graduate Groups in order to assess the in-house graduate application system. GRC will review comments and provide a formal recommendation to the Graduate Dean.

VI. 2012 GRC Faculty Research Grant Re-allocation of Funds Request

In spring 2012, GRC allocated Research/Travel and Shared Equipment Awards to Faculty. A faculty member has submitted a request to GRC for re-allocation of funds within the 2012 Award. Members had no objections to grant the request for re-allocation of funds.

Action: Senate Analyst will notify the faculty member regarding the committee's decision.

VII. Disposition of Expenditure Reports for Previous GRC Allocations

GRC previously collected expenditure reports on GRC funds distributed to graduate groups, to consider in allocating new funding. This year, GRC will not be distributing funding to graduate groups. As the Physics and Chemistry expenditure reports have been received, members discussed the benefits of continuing to collect expenditure reports even if no funding would be allocated directly by committee. GRC agreed to not continue collecting expenditure reports.

Action: Chair Leppert will draft a memo to Graduate Groups regarding the discontinuance of collecting expenditure reports.

VIII. Awards Subcommittee- Chair Ruth Mostern

GRC was asked by the Graduate Division to provide feedback on draft 2013-2014 Continuing Student Fellowship Guidelines. Award Subcommittee Chair Mostern provided an overview of the review and discussed the concern regarding the significant grammatical errors in the guidelines submitted from the Graduate Division. Chair Leppert requested to Dean Kello that Graduate Division submit items for GRC review in a more finalized form.

Members discussed the timeline for review of Student Fellowships and made revisions to allow more time for Graduate Group and GRC review.

Action: Senate Analyst will revise the draft memo and annotated fellowship call for forwarding to the Graduate Division.

IX. Library Working Group

DivCo and the Provost have charged a Senate-Administration working group with addressing alignment of library resources with campus needs. GRC discussed the proposed charge and membership of the Senate-Administration Library Group. Chair Leppert proposed sending a memo to the GRC representative to Senate-Administration Library Working Group with a charge on what the committee would like the representative to accomplish.

Action: Chair Leppert will draft memo and circulate for committee feedback.

X. Pre-review: Political Science CCGA Proposal

Political Science submitted their CCGA proposal to GRC on 10/20. Chair Leppert, lead reviewer, conducted the pre-review. GRC discussed the results of the pre-review and agreed that further revisions were needed before soliciting outside reviews.

Chair Leppert presented the UC Merced Internal Reviewers Packet that will be provided to the identified internal reviewers to guide their review of CCGA Proposals. Members had no revision to the revised UC Merced Internal Reviewers Packet.

Action: Chair Leppert will draft a memo to the Lead Author of the Political Science CCGA Proposal requesting revisions before GRC's solicitation of outside reviewers.

XI. VPGE/Graduate Dean Search

The campus will be conducting a Vice-Provost for Graduate Education/Graduate Dean search this spring and a draft position description based on UCLA's recent search from among internal candidates was sent to search committee members on 10/29. Members reviewed the draft position description and agreed to send suggestions for revisions to Chair Leppert for consolidation.

Action: Chair Leppert will revise the position description for review at that next meeting and propose strategies for dissemination of the position advertisement to ensure a highly qualified pool of national applicants.

There being no further business, the meeting adjourned.

Attest:

Valerie Leppert, Chair

Minutes Prepared By:

Mayra Chavez, Senate Analyst