TO: THE REPRESENTATIVE ASSEMBLY OF THE DAVIS DIVISION OF THE ACADEMIC SENATE

ANNUAL REPORT OF THE GRADUATE COUNCIL
2006-2007

The Graduate Council is a standing committee of the Divisional Academic Senate and is responsible for regulating and making recommendations on matters pertaining to graduate education and postdoctoral scholar issues. The Graduate Council met on ten occasions during the 2006-2007 academic year, an average of once a month October through May, and twice in June. All of the meetings were two hours except for the last one, which was five hours long.

The Council is supported by a structure which includes the following subcommittees: (1) the Academic Planning and Development (APD) Committee, (2) the Administrative Committee, (3) the Bylaws Committee, (4) the Chair’s Advisory Committee (CAC), (5) the Courses Committee, (6) the Educational Policy Committee (EPC), (7) the Program Review Committee (PRC), (8) the Support and Welfare Committee, and (9) The Program Review Closure Committee (PRCC).

GRADUATE COUNCIL GOALS FOR 2006-2007 from Chair Shrini Upadhyaya

- **Enhancing Graduate Education:** This was presented at the Chancellor’s Fall conference and further explored for potential solutions to some challenging issues
- **Streamlining the Fellowship Evaluation Process:** An efficient and effective fellowship evaluation process was developed and implemented resulting in a substantial reduction in faculty time in evaluating these applications.

Summary of 2006-2007 Accomplishments

1. **Enhancing Graduate Education:** Last year the Academic Planning and Development Committee (APD) prepared a report that included the results and interpretations of “Survey of Challenges to Graduate Education at UC Davis.” The key findings of this survey were presented at the Chancellor’s Fall Conference on Graduate Education as well as to the Graduate Council. Two major challenges that face the Graduate Education on the UC Davis campus are: (i) Faculty time available for Graduate Education, and (ii) Nonresident Tuition (NRT).

1-a. **Faculty Time Available to Graduate Education:** The Graduate Council charged APD during its February 15th meeting to address a major issue facing graduate education -- Faculty time available to Graduate Education -- and develop concrete plans and strategies to address this issue. APD presented a report containing three specific recommendations to the Council at its last meeting on June 21, 2007. These recommendations are:

- Place responsibilities and oversight of teaching graduate level courses, including those offered through Graduate Groups, upon Department Chairs and relevant Deans that have the resources to allocate faculty FTE;
• Enhance the weight graduate education concerns have in strategic planning decisions during the faculty hiring processes; and
• Ensure continuing support for and work towards the formation of larger umbrella structures for clusters of programmatically connected graduate programs to maximize resource allocations and better the quality of all graduate program offerings on campus.

The details of this document can be found under APD report. Council accepted this report and asked Council Chair to send the proposal to the Graduate Studies Dean and ask him to submit it to the Dean’s Council of Graduate Affairs (DCOGA). The chair has submitted the report to the Graduate Dean and requested him to present it to DCOGA.

1-b. Elimination of NRT: Following the spirit of the NRT memorandum that was overwhelmingly passed by the UC Davis faculty as well as the UC systemwide faculty, Council developed proposals to eliminate NRT for all students beginning with their second year of study. These proposals were developed in consultation with the Dean of Graduate Studies, Administrative Committee and Chair’s Advisory Committee (CAC) of the Graduate Council. The Graduate Council approved these proposals during its February 15, 2007 meeting. Subsequently these proposals were endorsed by the Executive Council and presented at the Provost and Senate Chair’s meeting in March. These proposals provided several alternatives to the Provost to use the additional money our campuses was supposed to get from the Office of the President in support of Graduate Education (about $1.3 million) and a part or all of the money the Provost has been investing in Graduate education through the 25% Tuition Buydown program. The Council Chair and Dean of Graduate Studies met with the Provost and discussed the implications of these proposals. The Provost attended the May 15th meeting of the Graduate Council and explained the extent of support the Campus has already committed to Graduate Education for the coming year and said that such proposals may be revisited in the future. It is the hope of the Graduate Council that these proposals or their variations would be well received by the Provost in the near future and the NRT would be eliminated.

2. Streamlining Fellowship Evaluation Process: Early in the year Council decided to streamline the fellowship evaluation process so that faculty time spent on evaluation of applications would be minimized. The Council felt that a significant amount of faculty time was being spent on evaluating applicants when some of the awards were relatively small. The Chair of the Council met with the Chair of the Support and Welfare Committee, Associate Dean for Graduate Programs, Director of Student Financial Support in the Office of Graduate Studies, and a council member with expertise in statistics and devised a technique to rank the students from a given graduate program on a single, size neutral ranking scheme irrespective of the number of fellowships for which a student was being nominated. The Support and Welfare Committee worked out the mechanics of this approach and the results indicate that the faculty time involved in evaluating applications was reduced by a factor of about two (about 50% less time). Preliminary indications are that this technique resulted in similar results as in the previous years while making the evaluation process much more efficient. Additional details of this new approach can be found in the Support and Welfare Committee report.

In addition to the aforementioned major accomplishments, Graduate Council also attended to many of the routine matters of importance to graduate education that take a considerable amount of its time. These tasks relate to review of programs, bylaws, degree requirements, proposals to
establish new programs and schools, student appeals, student welfare issues, and graduate courses. Additional details of these activities are included in the respective subcommittee reports (i.e., Program Review Committee, Program Review Closure Committee, Bylaws Committee, Educational Policy Committee, Academic Planning and Development Committee, Administrative Committee, Support and Welfare Committee, and Courses Committee). Chairs of these busy committees, their members, and the staff who support these committees, deserve congratulations for their significant contributions to sustaining the quality in graduate education at UC Davis.

Moreover, Council acted on some very important issues related to graduate education at UC Davis. These actions are as follows:

- Approved a proposal from the Dean of Graduate Studies that establishes a policy on graduate program membership that is consistent with DDR 531.
- Approved a proposal from Dean of Graduate Studies that establishes policies and guidelines for Graduate Academic Certificate Programs consistent with Academic Senate Regulation 735.
- Approved the concept of a second Designated Emphasis that is in principle consistent with requirements for a second master’s degree.
- Formulated a response to the CCGA and UCEP proposal on “Role of Graduate Students in University Instruction” by establishing an ad hoc committee that stressed the need to retain the designation of “Instructor of Record” for Graduate Student Instructors, if they are fully in charge of a course.
- As per the request of the Dean of Graduate Studies, on advice of the Chair’s Advisory Committee (CAC) and in response to questions raised by the Senate Executive Directors from other campuses, Council approached Executive Council (EC) to obtain clarifications related to Graduate Extension Certificate Programs. The Executive Director of the Davis Division of the Academic Senate researched the issue for the Executive Council and provided a report to the Council. The EC has requested the Committee on Elections, Rules, and Jurisdiction (CERJ) to provide clarifications to the Graduate Council based on the information contained in the report and relevant Senate Regulations. The Graduate Council is waiting to hear from CERJ.
- Provided enthusiastic support for a proposal that aims to increase the Minimum Postdoctoral Scholar Pay.
- Started discussions on potential alternatives to provide maternity benefits to Graduate Students.
- Started discussions related to diversity, retention, mental health and mentoring that affect graduate education on our campus.

**GRADUATE COUNCIL ACTIONS: 2006-2007**

A summary of the Council’s actions for the year is provided below. In addition, annual reports for the subcommittees are provided. The item dates are typically those of Council’s meetings.

**A. UC systemwide items.** Graduate Council reviewed and commented on:
• Academic Senate (Systemwide) proposed changes to Senate Bylaw 205. 11/13/06
• System-wide Review of the Recommendations from the Joint Academic Senate and UCOP Workgroup on Recyling Multi-campus Research Units (MRU) funds. 11/13/06
• System-wide review of the Joint Universitywide Committee on Education Policy (UCEP) and Coordinating Committee on Graduate Affairs (CCGA) proposed policy on “Role of Graduate Students in University Instruction.” 12/11/06
• Senate-wide review: Senate Regulations 694 and proposed regulation 695, 02/15/07

B. UCD campus items. Graduate Council reviewed and commented on:

• Agricultural History Center ORU, 10/09/06
• The Center for Health Services Research Primary Care (CHSPRC), 11/13/06
• Approval of Posthumous degree award to a Veterinary Medicine Student (3/19/07)
• School of Public Health, 03/15/07, 04/19/07
• Draft PPM 320-21: Student Records 03/15/07

C. Current Items related to Graduate Studies and Graduate Council in 2006-2007. Graduate Council proposed, addressed, or received reports and updates on the following:

• Davis Division Regulation 520 C, 11/13/06, 05/17/07, 6/21/07
• Graduate Student Writing – University Writing Program 10/09/06, 11/13/06, 03/15/07
• Professors for the Future (PFTF) Project Report, 10/09/06, 3/15/07
• Notation to Place on Law School Transcript – a) Completed Public Service Law Program, and b) Completed Pro Bono program, 10/09/06
• Proposal for the re-Review of UC/CSU Joint EdD Programs, 11/13/06
• Policy and Guidelines for Graduate Academic Certificates, 11/13/06, 06/21/07
• Foreign Language TA, 01/25/07, 02/15/07, 03/15/07
• Concurrent DE in Critical Theory and Feminist Theory and Research, 12/11/06, 01/25/07, 02/15/07
• Second DE in Critical Theory and Feminist Theory and Research, 03/15/07
• Designated Emphasis Policy: How to monitor the policy?, 04/19/07
• Qualifying Examination decision making process, 04/19/07
• Fellowship Process, 04/19/07
• Qualifying Examination decisions on 4 to 1 split votes, 05/17/07
• Graduate Program Membership Guidelines, 10/19/06, 05/17/07, 06/21/07
• Maternity leave for graduate students, 06/13/07
• Systemwide Diversity Report, 06/13/07
• Challenges to Graduate Education at UCD, 06/21/07
• Graduate student diversity/retention/health/mentoring issues, 06/21/07
• Extension Certificate program (11/13/06, 12/11/2006, 6/21/06)

D. Graduate Council Guidelines and Policies, approved or revised in 2006-2007
• Graduate Academic Certificate Program Policy and Proposed Guidelines, approved 10/09/06
• Membership and Service on Advanced Degree Committees, revision approved 10/09/06
• Policy and Guidelines for Graduate Academic Certificates 11/13/06, 01/25/07
• TOEFL iBT Score Requirements 01/25/07
• Doctoral Qualifying Examinations, 01/25/07, approved 02/15/07
• UCD Masters’ Thesis Definition, 01/25/07, 02/15/07, 03/15/07
• Personal History Statement on the graduate admission application, 01/25/07
• Satisfactory/Unsatisfactory Grading option, 01/25/07, 02/15/07, revision approved 3/15/07
• Designated Emphasis Policy and Proposal Guidelines, revision approved 03/15/07
• Service on an Advanced Degree Committee, revision approved 10/9/06
• Second Designated Emphasis, approved 03/15/07

E. Postdoctoral Scholar Items discussed:
• Supported a proposal for an increase in the minimum Postdoctoral Scholar pay.

F. New Graduate Program Proposals

• **Environmental Policy and Management M.S., Revised Proposal,** Council’s initial approval, 4/21/06; responses from Library Committee and Committee on Planning and Budget, Graduate Group in Transportation Technology and Policy revision by proposers, 6/22/06; Council’s final approval 7/6/06. CODVC’s approval, 9/12/06. Letters to CCGA 05/16/07.

• **Forensic and Behavioral Sciences (formerly named Criminal Justice Sciences) Joint Doctorate (Ph.D.) with CSU Fresno.** Council’s final approval 2/28/05. Chancellor’s approval 3/14/05. Under review by CCGA. Revisions transmitted February and May 2006. Approved by CCGA 06/20/07.

• **Master of Public Health Phase 2,** Council’s initial review, recommended revisions, 6/22/06, 01/25/07 letter to CCGA 04/19/07. Accepted by CCGA 05/01/07

• **Communication Proposal for a Ph.D.** Approved by Council 04/19/07. Approvals of the Library Committee (05/28/07) and Committee on Planning and Budget (06/04/07)

G. Designated Emphasis (DE) programs

**New Affiliations of Ph.D. Programs with DE programs, approved/discontinued:**

• Biophotonics – Affiliation of MCIP, Approved, 01/25/07
• Biotechnology – Affiliation of Applied Science, Approved, 02/15/07
• Philosophy – Affiliation with Critical Theory, Discontinued, 12/11/06.

**Proposed DE programs approved:**
• DE in Program in International Nutrition name change to Program in International and Community Nutrition, 02/15/07

H. Degree Requirement and Curriculum Changes for Graduate Programs forwarded by the Educational Policy Committee and approved:

• DE in Biotechnology, 11/13/06
• Forensic Science, 06/21/07
• Philosophy, 06/21/07
• Soils & Biogeochemistry, 06/21/07
• Electrical and Computer Engineering, 6/21/07

Pending Reviews: Waiting for responses from the Graduate Programs for EPC/GC request for corrections/clarifications:

• ECE BS/MS Integrated Degree Program, 12/11/06.
• Ecology, 6/21/07
• JDPE in Ecology, 6/21/07
• Graduate Academic Certificate Program in Second Language Acquisition, 6/21/07
• Agricultural and Environmental Chemistry, 6/27/07

I. Program Bylaws

Bylaws guidelines, revised or new, approved
• Bylaws Guidelines for Designated Emphasis Programs, Reproductive Biology, 05/17/07
• Bylaws Guidelines for Designated Emphasis Programs, Biology of Vector-borne Diseases, 06/21/07

Program Bylaws, revised or new, approved
• Art History, 06/21/07
• Biophysics, 05/17/07
• Biostatistics, 05/17/07
• Education MA, 01/25/07
• Entomology, 12/11/06
• Philosophy, 05/17/07
• Public Health, 01/25/07
• Viticulture and Enology, 12/11/06

J. Simple Name Changes of Graduate Programs approved

• From Textile Arts and Costume Design to Design, 4/21/06, Chancellor’s approval 7/7/06, CCGA, still under review.

K. Other Graduate Program Actions
Civil and Environmental Engineering request to include an "Exit Seminar" as a part of the Ph.D. degree requirements under dissertation Plan B, 11/13/06.

L. Graduate Program Review
One of the major responsibilities of the Graduate Council is the review of graduate programs on a regularly scheduled basis. Please see the Program Review Committee (PRC) report. The following actions related to program reviews were taken by Council during 2006-2007.

Graduate Program Reviews
- Biostatistics Graduate Group
- Biophysics Graduate Group
- Designated Emphasis in Reproductive Biology
- Education (MA) Graduate Program
- Human Development Graduate Group
- Immunology Graduate Group
- International Commercial Law Graduate Group
- Masters of Law Graduate Program

Postponement of initiation of program reviews
- Geography

Program Review Reports approved; transmittal letters approved
Programs and administrators will respond to Council’s recommendations.
- Biostatistics Graduate Group, 06/21/07; transmittal letter, 07/25/07
- Biophysics Graduate Group, 06/13/07; transmittal letter, 07/21/07
- DE in Reproductive Biology, 6/21/07; transmittal letter, 07/25/07
- Education (MA) Graduate Program, 5/17/07; transmittal letter, 07/10/07
- Human Development Graduate Group, 06/13/07; transmittal letter, 07/21/07
- Immunology Graduate Group, 6/21/07, transmittal letter; 07/25/07
- International Commercial Law Graduate Group, 05/04/07; transmittal letter, 07/21/07
- Masters of Laws Graduate Program, 5/17/07; transmittal letter, 07/17/07

Other Program Review Actions
- N/A

SUBCOMMITTEE REPORTS

ACADEMIC PLANNING AND DEVELOPMENT (APD) COMMITTEE
The Academic Planning & Development (APD) Committee’s charge includes advising Graduate Council on matters related to the:

1. Future needs and directions in graduate education,
2. General issues related to graduate education,
3. Reports and recommendations to the Representative Assembly on matters pertaining to graduate work,
4. Reports to the Council on needs and procedures for coordination of various departments, graduate programs and schools for conferring of degrees higher than the Bachelor’s degree including fund raising and enrollments, and
5. Postdoctoral Scholar issues.

In the academic year 2006/2007 APD continued the analysis of the key challenges for enhancing the quality of graduate education that it identified the previous academic year and provided a final report with 3 key recommendations to overcoming the identified challenges. Finalizing the data collection, it analyzed the results of a survey to the Chairs and relevant committees of all graduate programs. The results of the analysis were provided in a report to all graduate program chairs. The survey was designed to ask current graduate programs about key challenges that they are facing with regard to their program. The rationale for these studies was that strategic planning decisions for graduate education must be reasoned from a detailed understanding of current challenges that face graduate education at UC Davis. The data from the survey were used to update and validate data provided from a retrospective analysis of graduate programs based on the summary review statements that APD conducted in the previous academic year (http://gradstudies.ucdavis.edu/gradcouncil/ APDReport.pdf).

The APD Committee usually consists of 3-7 Academic Senate members, 1 Graduate Student, 1 Postdoctoral Scholar, 1 Academic Federation Representative, and the Graduate Dean or Dean’s designee. In 2006-2007, the committee members were: Nicole Baumgarth (APD Chair, Center for Comparative Medicine and Pathology, Microbiology and Immunology, Vet Med), Laurel Beckett (Health Sciences), Charles Bevins (Medical Microbiology and Immunology, Med School), Axel Borg (Academic Federation, Shields Library), Matt Farrens (Computer Science), Joseph Russell (Graduate Student Representative, Immunology – present for part of the year), Lori Lubin (Physics), Rhacel Parrenas (Asian American Studies), Eric Smoordin (American Studies/Film Studies) and Edward Caswell-Chen (Associate Dean for Programs, Graduate Studies). No Postdoctoral Scholar Representative was assigned to the committee, despite repeated requests.

The committee met eight times in the period November 2006-June 2007. Before meetings agenda items and related materials were provided electronically. Subsequent to meetings, minutes of the meeting were distributed and the committee’s draft correspondence and reports were distributed electronically and agreed upon before submission.

The committee prepared the following recommendations to Graduate Council:

- Recommendation to provide the APD report on the “Survey of Challenges to Graduate Education at UC Davis” to all UC Davis graduate program chairs.
- Recommendations for responses to a report entitled “Education and Teaching survey results in humanities and social sciences: a report about grad students’ needs” for graduate council, UC Davis and dated May 25, 2006 by Pardo Ballester.
- Recommendations for TOEFL iBT standards for admission to graduate programs at UC Davis in 2007/2008. The review was conducted with the help of Janet Lane from the linguistics department. In addition APD recommended to putting in place a data collection strategy to ensure that appropriate data will be at hand for a necessary
reevaluation of the standards in 2-3 years. It was recommended that GC seek collaboration with UC Berkeley in devising additional strategies to comprehensively assess the impact of the TOEFL iBT test on the quality of admitted graduate students. Janet Lane was willing to act as liaison.

- Recommendations to support and press the Graduate Studies Dean, Provost and relevant committees and other Deans to support and implement the recommendations listed in APD’s report to Graduate Council, June 07, 2007.

The committee reviewed the following materials, collected data and analyzed the following:

- All collected surveys from the “Survey of Challenges to Graduate Education at UC Davis” (66 surveys, i.e. 80% response rate). Data analysis and interpretations.
- A report entitled “Education and Teaching survey results in humanities and social sciences: a report about grad students’ needs” for graduate council, UC Davis and dated May 25, 2006 by Pardo Ballester.
- Current TOEFL standards and the relation of these standards to the new iBT TOEFL test. Results from UC Berkeley’s analysis of iBT TOEFL standards.

From that analysis the following were prepared and submitted to Graduate Council

- The APD report on the results and interpretations of the “Survey of Challenges to Graduate Education at UC Davis”.
- APD’s recommendations for iBT TOEFL standards and other recommendations for iBT TOEFL standards.
- APD report entitled: “Recommendations by the Academic Planning and Development Committee to Overcoming Challenges to Graduate Education at UC Davis”

In summary APD’s analysis identified insufficient graduate student funding for stipends and tuition costs, particularly non-resident tuition costs, weaknesses of core curriculum, lack of administrative support and infrastructure, and problems for students in accessing information as the most important concerns consistently identified for both departmental-based and non-departmental based graduate programs on campus. Increased resources specifically directed to graduate education and better utilization of resources currently available are needed to address these problems. Following intensive discussions within APD and between APD and current and previous members of Graduate Council, APD put forward in it’s report three key recommendations listed below. The recommendations are pragmatic in their approach and have developed from the realization that for graduate programs to work effectively and efficiently, all graduate education offerings, including those provided by Graduate Groups, must be linked into the existing hierarchical university structures, require clustering of programs for better resource utilization and careful strategic planning for effective future resource allocations.

- First, place responsibilities and oversight of teaching graduate level courses, including those offered through Graduate Groups, upon Department Chairs and relevant Deans that have the resources to allocate faculty FTE;
- Second, enhance the weight graduate education concerns have in strategic planning decisions during the faculty hiring processes; and
• third, ensure continuing support for and work towards the formation of larger umbrella structures for clusters of programmatically connected graduate programs to maximize resource allocations and better the quality of all graduate program offerings on campus.

Graduate Council adopted these recommendations at its meeting on June 21, 2007 an agreed to work towards their implementation. The members of APD believe that implementation of these recommendations would go a long way towards achieving the objective to enhance graduate education on this campus.

**ADMINISTRATIVE COMMITTEE**

**Committee Responsibilities:** The Administrative Committee reviews student petitions, requests, and appeals concerning such issues as examinations, residency and degree requirements. It also reviews faculty appeals regarding appointment of major professors. Moreover, it reviews requests from graduate programs regarding exceptions to Qualifying Examination policy that requires at least one member should be from outside the program.

Committee members in 2006-2007: Shrini Upadhyaya, Chair of Graduate Council and Committee; Nicole Baumgarth, Vice Chair of Graduate Council; Edward Caswell-Chen, Associate Dean for Graduate Programs; there was no Associate Dean for Students; Kara Thompson, Graduate Student Assistant to the Dean and Chancellor; and by invitation, Cathy Jurado, Director of Graduate Admissions and Academic Services. Graduate Studies Staff: Lisa Marquez.

The Administrative Committee met 5 times during the 2006-2007 academic year and the following summer (October 1, 2006 – September 30, 2007). The Committee dealt with 16 separate matters. The five appeals that were considered included:

- 3 appeals from students for exceptions to policy: 1 appeal of non-pass on Pre-Qualifying Written Exam; 1 request to transfer University Extension Course; 1 appeal of the one-quarter waiver for Residency Requirements
- 1 appeal from a student on split decisions for Qualifying Examinations;
- 1 appeal from a faculty member regarding service on Dissertation Committee.

The 11 other matters that were considered by the Administrative Committee were:

- 6 requests for blanket exception to the Graduate Council Policy for QE Exams for:
  - Animal Behavior
  - Comparative Pathology
  - Human Development
  - Linguistics
  - Pharmacology and Toxicology
  - Political Science
- QE Essentials;
- Possible mechanisms to eliminate NRT for all graduate students starting with their second year in the program;
- Draft review of PPM 200-20 and 200-25;
• Policies and Guidelines for Graduate Academic Certificates;
• Proposal from Dean Gibeling regarding the Personal Statement on the Application Form.

**BYLAWS COMMITTEE**

• The Bylaws Committee reviews bylaws for new programs and revised bylaws for existing programs.

• **Committee Membership:** Chair: Walter Leal, Member: Chris Calvert, Staff Analyst: Kathy Garcia

• Meetings were held twice a month with the Chair and the Analyst, and weekly with the Committee member and the Analyst.

• For the 2006-2007 academic year, the Committee had 28 sets of bylaws in various stages of review with 10 sets approved and 18 sets currently in the review process.

• **Bylaws approved by Council:**
  • Art History
  • Biophysics
  • Biostatistics
  • DE Reproductive Biology
  • DE in the Biology of Vector-borne Diseases
  • Education MA
  • Entomology
  • Philosophy
  • Public Health
  • Viticulture and Enology

• **Bylaws in the review phase:**
  • Anthropology
  • Applied Science
  • Cell and Developmental Biology
  • Chemical Engineering and Materials Science
  • Chemistry
  • Communication
  • Designated Emphasis in Biotechnology
  • Designated Emphasis in Second Language Acquisition
  • English
  • Forensic Science
  • Genetics
  • Geography
  • Joint Doctoral Program in Ecology with CSU San Diego
• Mechanical and Aeronautical Engineering
• Molecular, Cellular, and Integrative Physiology
• Music
• Neuroscience
• Pharmacology and Toxicology

CHAIR’S ADVISORY COMMITTEE (CAC)

The Chair’s Advisory Committee, a subcommittee established in 1999-2000, met once every other month during the academic year. The committee is comprised of the current and recent past Chairs of Graduate Council. Its charge is to advise Council on long-range planning and policy issues regarding graduate education on the UCD campus. This committee discussed issues related to Graduate Academic Certificates, Graduate Program membership, Non Resident Tuition, Extension Certificate, 4:1 Qualifying Examination decision – delegation of authority to Dean of Graduate Studies, Role of Council Chair in the selection of Graduate Group chairs and appointing Graduate Advisers.

COURSES COMMITTEE

Chair: Tonya Kuhl (Academic Senate)

Members: Beverly Bossler, Nemanja Kaloper, Martha Macri, Thomas Young, Rena Zieve, and Kathleen Ward (Academic Federation Representative) (no student representatives)

Committee Analyst: Diana Howard (Academic Senate Office)

The Courses Subcommittee met at the beginning of the academic year for training and discussion, and conducted the majority of business via MySenate, email, and the telephone.

During the subcommittee’s service period from September 1, 2006 through August 31, 2007, the members reviewed 145 course requests. Of the 145 course requests reviewed, 90 were new courses, 34 were course changes, and 21 were canceled courses. The 145 courses reviewed were received by the subcommittee between the dates of July 2, 2006 through July 5, 2007. There are a total of 9 outstanding course requests as carry-over for the 2007-2008 academic year (waiting in queue for review from July 6-August 31).

EDUCATIONAL POLICY COMMITTEE (EPC)

The Educational Policy Committee (EPC) typically reviews proposals for new graduate programs, designated emphases and new graduate degrees. EPC also reviews proposed changes to degree requirements for existing graduate programs. In addition, the EPC is asked for its recommendations regarding miscellaneous academic and programmatic issues and policies.

Committee members in 2006-2007: Committee Chair: Lynette Hunter, Shirley Chiang, Peggy Farnham, Mark Grismer, Kari Lokke, Raul Piedrahita, Jeffrey Schank, Viki Montera, (Academic Fed. Rep), Lisa Dorn (GSA Rep), Staff: Carla Lacey
The EPC views its role as facilitating graduate program proposals that seek to implement changes to existing programs, for example simple name changes and degree requirement changes. The EPC also reviews proposals for new graduate programs (departmentally-based graduate programs, graduate groups and Designated Emphasis programs) as well as integrated bachelor’s and master’s programs and concurrent programs. Most of the proposal revisions recommended by the EPC are to improve the clarity of the proposals, to strengthen them, or to bring them into compliance with existing regulations or policies and standard wording.

**EPC Actions:** During the academic year 2006-2007, the Educational Policy Committee met nine times. It also conducted some of its reviews of materials electronically.

**Degree Requirements Policy**
Masters’ thesis definition

**New graduate programs**
Communication – Proposal for a Ph.D.

**Changes to graduate programs**
Critical and Feminist Theory & Research – Second DE
Certificate Program in Second Language

**Degree Requirement Changes**
- Ecology
- Ecology – JDPE
- ECE Integrated BS/MS
- Epidemiology
- Philosophy
- Forensic Science
- Soils & Biogeochemistry
- Chemistry
- Electrical and Computer Engineering

**Items in process**
- Agricultural & Env. Chemistry
- Concurrent Master’s/MBA Program, requests from five programs to partner with M.B.A.: Biological and Agricultural Engineering, Civil and Environmental Engineering, Computer Science, Mechanical and Aeronautical Engineering, and Transportation Technology and Policy
- Health Informatics (formerly Medical Informatics) degree requirements to be reformatted and re-submitted
- Stem and Progenitor Cells
- Translational Research
- Revision of the “New Graduate Program” policy guidelines
- School of Education – Program in Psychometrics
Design-MFA

PROGRAM REVIEW COMMITTEE

The Program Review Committee (PRC) has the primary function of conducting reviews of graduate programs on a regularly scheduled, periodic basis (Graduate programs include graduate groups, departmentally-based graduate programs and designated emphasis programs.) At the completion of a review the PRC recommends action to the Graduate Council.

During the 2006-2007 academic year, the Committee met six times. The Committee members include: Professors Jay Mechling, Chair; Dallas Hyde, Jack Gunion, Jack Hicks, Wolfgang Kollmann, Kathryn McCarthy, Janet Momsen (fall and winter quarters only), Jim MacLachlan, Jim Shackelford, Robert Smiley, and Valerie Williamson; Wolfgang Kollmann, Edward Caswell-Chen, Associate Dean for Graduate Programs, and Kathy Garcia, Committee Analyst. Professor Carolyn de la Pena served as PRC liaison for the Education MA review, but did not serve as member of the PRC committee.

Graduate Program Reviews

The PRC began the year with 9 graduate programs to be reviewed: 8 reviews were initiated in the 2005-2006 academic year; 1 review was carried over from last year: it is a summer only program. Eight reviews have been completed and received final approval from Graduate Council. The Geography review will be forwarded to Graduate Council in the fall.

Graduate Program Reviews and PRC Liaison Assignments

- Biostatistics Graduate Group – Dallas Hyde
- Biophysics Graduate Group – Jim Shackelford
- Designated Emphasis in Reproductive Biology – Valerie Williamson
- Education (MA) Graduate Program – Carolyn de la Pena
- Geography – Jack Hicks
- Human Development Graduate Group – Kathryn McCarthy
- Immunology Graduate Group – Jim MacLachlan
- International Commercial Law Graduate Group – Robert Smiley
- Masters of Law Graduate Program – Jay Mechling

Graduate Program Review Guidelines: During the past academic year the Graduate Program Review Guidelines received an annual review. Revisions were made to clarify the process. The Guidelines are now available on-line.

Reviews initiated for the 2006-2007 academic year: The Committee recommended and Graduate Council approved the:

- Initiation of 14 graduate program reviews: Animal Behavior, Art History, Art (Studio), DE in Classics and the Classical Tradition, Economics, Education PhD, English, Linguistics, Mechanical & Aeronautical Engineering, Molecular, Cellular and Integrative
Program Review Closure Committee (PRCC)

The members of the PRCC for the 2006-2007 academic year were: Chair: Jay Mechling, Members: Shrini Upadhaya, Edward Caswell-Chen, Andrew Waterhouse; Committee Analyst: Kathy Garcia.

The following 11 reviews were closed:
- Agriculture and Environmental Chemistry
- Applied Science
- DE in Biotechnology
- DE in Second Language Acquisition
- Dramatic Art and Performance Studies
- Forensic Science
- International Agricultural Development
- Jt. Doc. in Ecology
- Philosophy
- Statistics
- Transportation Technology and Policy

There are 7 reviews that are in the follow-up phase:
- Biomedical Engineering
- Chemical Engineering
- Cultural Studies
- Ecology
- Entomology
- Epidemiology
- Viticulture and Enology

Graduate Program Review Meeting:

The Committee Chair and Analyst met with the graduate program staff in May to discuss the graduate program review process and to review the self-review guidelines. There was a 95% attendance from the graduate program staff at this meeting. An additional meeting was scheduled in June for those staff that could not attend the May meeting. Total attendance for the two meetings is 99% of graduate staff.

SUPPORT AND WELFARE (S&W) COMMITTEE

The Support and Welfare Committee reviews applications for a variety of fellowships, including those from private and public sources. These fellowships cover research expenses, travel to present papers at national and international scholarly meetings, as well as full academic year
support in designated fields. It also considers a variety of welfare issues related to the academic lives of graduate students and postdoctoral scholars.

Core Committee members in 2006-2007: Anne Britt (Chair), Maxwell Chertok, Chen-Nee Chuah, Christiana Drake, Angela Gelli, Gregory Herek, Robin Hill, Alan Taylor, Johnny Terning, Leslie Butler (Academic Fed. Rep.), Mary Brooke McEachern (GSA Rep) Committee Assistant: Jean Telford

It was determined that the existing Internal Fellowship process required an excessive number of faculty members to perform reviews. This was based on the fact that the process required approximately 2,500 faculty reviews to award fewer than 125 fellowships. It was also determined that the formula used to rank the nominees was too heavily weighted toward the S&W reviewers’ scores. The current formula too easily allowed the S&W reviewer to trump the graduate program ranking. The S&W Committee was tasked with improving these two issues for the 2007-08 award cycle. The chart below summarizes the changes.

### Comparison of Internal Fellowship Process 2006-07 and 2007-08

<table>
<thead>
<tr>
<th>2006-07 Process</th>
<th>2007-08 Process</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ranking:</strong> Programs ranked students within each fellowship</td>
<td>Programs asked to rank students within each fellowship and to provide an overall ranking of all nominated students</td>
</tr>
<tr>
<td><strong>Formula:</strong> Equal weight to GPA, GRE, &amp; Program Rank within each fellowship</td>
<td>Equal weight to GPA, GRE, &amp; each of the two S&amp;W Committee Ratings</td>
</tr>
<tr>
<td>Each of the two S&amp;W Committee Ratings weighted double</td>
<td>Overall Program Rank weighted double²</td>
</tr>
<tr>
<td><strong>Number of unique applicants:</strong> 708</td>
<td><strong>Number of unique applicants:</strong> 744</td>
</tr>
<tr>
<td><strong>Number of reviews:</strong> 2464¹</td>
<td><strong>Number of reviews:</strong> 860³</td>
</tr>
<tr>
<td><strong>Number of S&amp;W Committee reviewers:</strong> 64</td>
<td><strong>Number of S&amp;W Committee reviewers:</strong> 37</td>
</tr>
</tbody>
</table>

1. Applicant files assigned to reviewers by fellowship and, when possible, by discipline.

2. Overall rank was also normalized based on the three-year average enrollment of the student’s graduate program. The overall ranking also replaced a “fourth letter of recommendation” that was previously required to be submitted by the student’s graduate program.
3. Applicant files were assigned to reviewers by fellowship for the Diversity Fellowships. All other applicant files were assigned to reviewers by discipline and then by stratified random assignment.

Academic faculty member volunteers on behalf of graduate programs:

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Program/Dept</th>
<th>Discipline</th>
<th>Lead Dean</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berger, Trish</td>
<td>Animal Biology</td>
<td>BioSciAg</td>
<td>CA&amp;ES</td>
</tr>
<tr>
<td>Borgerhoff-Mulder, Monique</td>
<td>Anthropology</td>
<td>HumSocSci</td>
<td>L&amp;S:SS</td>
</tr>
<tr>
<td>Butler, Bees</td>
<td>Ag. &amp; Resource Econ.</td>
<td>HumSocSci</td>
<td>CA&amp;ES</td>
</tr>
<tr>
<td>Crum, Steven</td>
<td>Native American Studies</td>
<td>HumSocSci</td>
<td>L&amp;S:HARCS</td>
</tr>
<tr>
<td>David, Sheila</td>
<td>Chemistry</td>
<td>BioSciAg</td>
<td>L&amp;S:MPS</td>
</tr>
<tr>
<td>Egan, Linda</td>
<td>Spanish</td>
<td>HumSocSci</td>
<td>L&amp;S:HARCS</td>
</tr>
<tr>
<td>Fanucchi, Michelle</td>
<td>APC, Vet. Med.</td>
<td>BioSciAg</td>
<td>VETMED</td>
</tr>
<tr>
<td>Ferenc, Daniel</td>
<td>Physics</td>
<td>ScienceEngr</td>
<td>L&amp;S:MPS</td>
</tr>
<tr>
<td>Gelli, Angie</td>
<td>Pharm. &amp; Tox.</td>
<td>BioSciAg</td>
<td>CA&amp;ES</td>
</tr>
<tr>
<td>Gilmore, Cody</td>
<td>Philosophy</td>
<td>HumSocSci</td>
<td>L&amp;S:SS</td>
</tr>
<tr>
<td>Herek, Greg</td>
<td>Psychology</td>
<td>HumSocSci</td>
<td>L&amp;S:SS</td>
</tr>
<tr>
<td>Hom, Carole</td>
<td>Evolution &amp; Ecology</td>
<td>BioSciAg</td>
<td>CA&amp;ES</td>
</tr>
<tr>
<td>Max, Nelson</td>
<td>Computer Science</td>
<td>ScienceEngr</td>
<td>ENGR</td>
</tr>
<tr>
<td>McEachern, Mary</td>
<td>Wildlife, Fish &amp; Cons.</td>
<td>BioSciAg</td>
<td>CA&amp;ES</td>
</tr>
<tr>
<td>Moran, Patricia</td>
<td>English</td>
<td>HumSocSci</td>
<td>L&amp;S:HARCS</td>
</tr>
<tr>
<td>Ng, Cheuk-Yiu</td>
<td>Chemistry</td>
<td>BioSciAg</td>
<td>L&amp;S:MPS</td>
</tr>
<tr>
<td>Orgun, Orham</td>
<td>Linguistics</td>
<td>HumSocSci</td>
<td>L&amp;S:SS</td>
</tr>
<tr>
<td>Pan, Zhongli</td>
<td>Bio &amp; Ag. Engineering</td>
<td>ScienceEngr</td>
<td>ENGR</td>
</tr>
<tr>
<td>Peri, Giovannie</td>
<td>Economics</td>
<td>HumSocSci</td>
<td>L&amp;S:SS</td>
</tr>
<tr>
<td>Puente, Carlos</td>
<td>LAWR</td>
<td>BioSciAg</td>
<td>CA&amp;ES</td>
</tr>
<tr>
<td>Raychaudhuri, Subhadip</td>
<td>Biomedical Engineering</td>
<td>ScienceEngr</td>
<td>ENGR</td>
</tr>
<tr>
<td>Reynolds, Chris</td>
<td>Music</td>
<td>HumSocSci</td>
<td>L&amp;S:HARCS</td>
</tr>
<tr>
<td>Richter, Gerhard</td>
<td>German</td>
<td>HumSocSci</td>
<td>L&amp;S:HARCS</td>
</tr>
<tr>
<td>Ruda, Jeffrey</td>
<td>Art History</td>
<td>HumSocSci</td>
<td>L&amp;S:HARCS</td>
</tr>
<tr>
<td>Smith, James</td>
<td>Anthropology</td>
<td>HumSocSci</td>
<td>L&amp;S:SS</td>
</tr>
<tr>
<td>Su, Zhendong</td>
<td>Computer Science</td>
<td>ScienceEngr</td>
<td>ENGR</td>
</tr>
<tr>
<td>Taylor, Alan</td>
<td>History</td>
<td>HumSocSci</td>
<td>L&amp;S:SS</td>
</tr>
<tr>
<td>Terning, John</td>
<td>Physics</td>
<td>ScienceEngr</td>
<td>L&amp;S:MPS</td>
</tr>
<tr>
<td>True, Nancy</td>
<td>Chemistry</td>
<td>BioSciAg</td>
<td>L&amp;S:MPS</td>
</tr>
<tr>
<td>Van Kessel, Chris</td>
<td>Plant Sciences</td>
<td>BioSciAg</td>
<td>CBS</td>
</tr>
<tr>
<td>Van Vuren, Dirk</td>
<td>Ecology</td>
<td>BioSciAg</td>
<td>CA&amp;ES</td>
</tr>
<tr>
<td>Waldron, Andrew</td>
<td>Mathematics</td>
<td>HumSocSci</td>
<td>L&amp;S:MPS</td>
</tr>
</tbody>
</table>

**Process and fellowship award policies**

All applications for internal fellowships and travel awards were reviewed by at least two members of the committee. The formula weights used to determine awards were 1/7 each for the
GRE, the GPA, and the graduate program’s ranking and 2/7 for each of the committee reviewer’s rankings.

The data in the summary on the next page was provided by Steven Albrecht, Director of the Graduate Studies’ Student Financial Support unit.

**Summary of Internal Fellowship Awards reviewed by the Support and Welfare Committee during the 2006-2007 academic year.**

Please note that awards are for the 2006-2007 academic year, except where noted.

<table>
<thead>
<tr>
<th>Fellowship Name</th>
<th>2007-08 Applications</th>
<th>2007-08 Awards</th>
<th>Award Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elliott, Marjorie &amp; Charles W.</td>
<td>303</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Faulkner, Richard D. &amp; Kate</td>
<td>16</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Graduate Scholars Fellowship</td>
<td>78</td>
<td>13</td>
<td></td>
</tr>
<tr>
<td>Jones, Fletcher</td>
<td>228</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Kraft, Herbert</td>
<td>52</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Krantz, Bert &amp; Nell</td>
<td>47</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Lee, George</td>
<td>24</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Mahan, Laura Perrott</td>
<td>4</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>McArthur, Frank</td>
<td>12</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>McKeehan, Beatrice Oberly &amp; S. Atwood</td>
<td>30</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Richards, Lillie May</td>
<td>10</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Schwalen, Emily</td>
<td>32</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Schwall Dissertation, Floyd &amp; Mary</td>
<td>16</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Schwall Medical Research, Floyd &amp; Mary</td>
<td>43</td>
<td>3</td>
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</tr>
<tr>
<td>Stacey, Malcolm R.</td>
<td>14</td>
<td>1</td>
<td></td>
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<tr>
<td>Tryon, Herbert</td>
<td>7</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>UCD &amp; Humanities Graduate Research</td>
<td>166</td>
<td>41</td>
<td></td>
</tr>
<tr>
<td>UCD Dissertation Year</td>
<td>107</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Velez, Miguel</td>
<td>66</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Walker, Frank &amp; Carolan</td>
<td>14</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Wood, Elizabeth P.</td>
<td>6</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Wright, Jarena</td>
<td>11</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Zolk, George &amp; Dorothy</td>
<td>364</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1650</strong></td>
<td><strong>94</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Fellowships to support Campus Diversity**

<table>
<thead>
<tr>
<th>Fellowship Name</th>
<th>2007-08 Applications</th>
<th>2007-08 Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cota-Robles, Eugene</td>
<td>121</td>
<td>9</td>
</tr>
<tr>
<td>Dissertation Year</td>
<td>57</td>
<td>6</td>
</tr>
</tbody>
</table>

Graduate Research Mentorship  
37  6
McNair  
16  2
Total  
231  23

<table>
<thead>
<tr>
<th>Travel Awards:</th>
<th>Applications</th>
<th>Awards</th>
<th>Award Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>For professional meetings held</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>January 1- December 31, 2007</td>
<td>158</td>
<td>38</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>For professional meetings held July</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1, 2007 - June 30, 2008</td>
<td>122</td>
<td>44</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Total</td>
<td>280</td>
<td>82</td>
<td></td>
</tr>
</tbody>
</table>

Grand Total All Awards 2161 199

In addition the S & W committee discussed Foreign language TA workload issue and drafted a letter to the Graduate Council regarding the PFTF report submitted to the Council. Moreover, it is in the process of discussing maternity leave issue and issues related to graduate student diversity, retention, health and mentoring.

**Outstanding Graduate Student Teaching Award**

The Outstanding Graduate Student Teaching Award recognizes excellence in teaching by graduate students on the Davis campus. The award is co-sponsored by the Graduate Council, the Office of Graduate Studies, and the Teaching Resource Center.

The members of the committee were: Professors Anne Britt, Chair, Professor John Stenzel, Andy Walker, Edward Caswell-Chen; graduate student Ann Kelleher, and graduate program analyst Kathy Garcia.

24 graduate students were nominated for the award, of those, 15 students received awards.

In closing, Graduate Council wishes to thank all of those who have given of their time in support of graduate education and postdoctoral scholar issues during the past year. In particular, the contributions of the members of subcommittees and of the ad hoc review committees have been extremely valuable and are deeply appreciated by the Council.

Respectfully submitted,

Shrini Upadhyaya, Chair
2006-2007 Graduate Council

**Members:** Nicole Baumgarth, Anne Britt, Matt Farrens, Jeffery Gibeling, Jack Gunion, Lynette Hunter, Tonya Kuhl, Walter Leal, Martha Macri, Jay Mechling, Hans Mueller, Jeff Schank, Reen Wu

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Academic Federation Representatives: Mari Golub, Carole Hom

Graduate Studies Representatives: Associate Deans Edward Caswell-Chen and Sharman O’Neill.

Graduate Student Representatives: GSA Chair; James Hodgson, Thomas Aguilar, Chris Simmons and Kara Thompson, Graduate Student Assistant to the Dean and Chancellor.

Postdoctoral Scholar Representatives: PSA Chair Jerome Breslin, Barnaly Pande

Graduate Studies Directors: Steven Albrecht, Hector Cuevas, Cathy Jurado and Yuhang Shi

Graduate Studies Committee Analysts: Kathy Garcia and Carla Lacey

This report was prepared by the Graduate Council Analyst, Council Chair, and the subcommittee chairs and staff. The report was reviewed and approved by the 2006-2007 Graduate Council during the period of September 5 – October 8, 2007. Revisions were forwarded to the Graduate Council Chair and incorporated in the final report.