GRADUATE COUNCIL
MEETING SUMMARY
May 25, 2018
10:00 – 12:00 PM
203 Mrak Hall

In attendance: Nicole Baumgarth; Pauline Holmes; Beth Levy; Rena Zieve; Chris Cappa; Prabir Burman; Duncan Temple Lang; Jeffrey Schank; Andy Waterhouse; Kyoungmi Kim; Elyssa Fogleman; JP Delplanque; Carlee Arnett.

I. CONSENT CALENDAR 10:00 AM
   a. Meeting Summary from May 17, 2018
   b. Avian Sciences GC Transmittal Letter
   c. Mathematics GC Transmittal Letter – pulled from consent
   d. Pharmacology and Toxicology GC Transmittal Letter
   e. French & Francophone Studies Degree Requirements Transmittal Letter

   Motion to approve items a, b, d, and e: unanimously approved
   Motion to approve mathematics GC Transmittal letter as amended: unanimously approved
   Motion to approve ECE GC Transmittal Letter: unanimously approved.

II. NEW BUSINESS 10:05 AM
   a. BYLAWS
      i. Biomedical Engineering
         Prabir provided a brief overview of the bylaws. The committee is now recommending approval.
         Motion to approve bylaws: unanimously approved.

         It was recommended that the bylaws template be revised to ensure that adequate mentoring is specifically mentioned as part of bylaws moving forward. In addition, the template should be updated to change language to gender-neutral pronouns.

   b. EDUCATIONAL POLICY 10:15 AM
      i. Biomedical Engineering Degree Requirements
         GC Suggested Edits:

         PG 1: The following sentence should be moved prior to the reference of the TOEFL: “However, admissions decisions are made on a case-by-case basis.”

         PG 5 Section 6 b) Major Professor (Plan I)
         Mention needs to be made of what will happen if no major professor is identified.

         Pg 14 “Food and/or drinks should not be brought to the examination.” This sentence should be removed. Replace with “The student should not provide refreshments for the committee.”
Action item: The Program should be asked to edit Pg 5, Section 6 b) Major Professor. If done, the degree requirements as edited should be added to the consent calendar for June 1st.

Note: The degree requirements template should be updated to change language to more gender-neutral pronouns. Furthermore, the Degree Requirements Template should include the requirements for ESL-students to take ESL classes prior to sitting their Qualifying Exam.

ii. Biostatistics Degree Requirements

Prabir Burman and Kyoungmi Kim recused from discussion and voting.

Presented by Chris Cappa, EPC Chair. The following suggested edits were offered:

Pg. 7 and 14: Class STAT 242 is on the books but will no longer be offered. The program should update this information.

Action item: Program should be asked to edit the Degree Requirements as suggested and if they do so, the document should be added to the consent calendar for June 1st.

iii. Population Biology Degree Requirements

Presented by Chris Cappa, EPC Chair. No discussion by GC.

Motion to approve: unanimously approved.

C. POLICY REVISIONS REVIEWED BY APD

i. Policy on Master’s Degree Capstone Requirement

10:50 AM

GC was asked by CERJ to amend the above policy in order to be in compliance with Davis Division Regulation 500. APD provided suggested edits. GC discussed whether the policy was indeed in conflict with Davis Division Regulation 500 but did not find it to be so. However, some suggested edits were made to clarify the policy.

Motion to approve as amended: unanimously approved.

d. POLICY REVISIONS SUBMITTED BY OGS

i. Policy on Time to Degree

11:05 AM

Language in policies should be updated to ensure gender-neutral pronouns are used.

It was noted that it would be good for the policy to include mention of disability accommodations. The Welfare committee has been tasked with drafting a policy regarding this issue.

Action item: Additional edits will be made to the policy and will be placed in the consent calendar for June 1st.

The following policies have been tabled:

ii. Policy on Conversion from a Graduate Group to a Department-Based Program

iii. Policy on Membership in Graduate Programs - further edits from EPC pending.

iv. Policy for Changing a Graduate Group Lead Dean

v. Policy on Service on Advanced Degree Committees
III. CONTINUING BUSINESS

a. Graduate ESL Courses Policy

Graduate Council discussed the draft ESL Policy GC_2017-02, which was drafted to enforce existing practice that ESL students are taking ELS courses to enhance their oral and written English skills. GC members offered various amendments to the draft policy, which was changed accordingly. There was also discussion on the existence or not of an examination by which ESL students could “test out” of needed ESL coursework, even if their TOEFL score was insufficient. GC was unclear whether such a test still exists. The decision was made to vote on the policy without this test included as an exception for the need to attend ESL courses. The exception will be included in the ESL policy and the policy will be put on the consent calendar, should such test exist.

Motion to approve as amended: unanimously approved.

Action item: Nicole Baumgarth to reach out to Dana Ferris (ESL Associate Director) to ask about the ability to test out of ESL courses (other than by TOEFL) and updates to the course names for the ESL courses LIN 24 and LIN 25.