GRADUATE COUNCIL
MEETING SUMMARY
April 6, 2018
2:00 – 4:00 PM
203 Mrak Hall

In attendance: Nicole Baumgarth; Chris Cappa; Andy Waterhouse; Jeff Schank; Annabelle Yu; Beth Levy; Carlee Arnett; Denneal Jamison-McClung; Elyssa Fogleman; Greta Hsu; Jeanelle Hope; JP Delplanque; Kyoungmi Kim; Prabir Burman; Roy Taggueg; William Horwath.

I. Announcements

a. Graduate Council Chair (Baumgarth)
   - Met with the WASC accreditation team on Thursday, April 5th.
   - In planning for the remainder of this academic year, subcommittee Chairs should provide brief written list of outstanding items/issues for their committees during the next subcommittee report updates.
   - The Neuroscience transmittal letter contains updated standard language for how GC will address follow up reports for program reviews. In the past a follow up reports were not required, the letter now states that based on the response received from the program PRC may request a follow-up report prior to review closure.
   - Requests for comment to the proposed Policy on Online Graduate Programs was sent to the Ad Hoc Committee. No comments have been received to date, a follow up email will be sent out.

b. Vice Provost and Dean Graduate Studies (Mohapatra) – not in attendance

c. Graduate Studies Associate Deans (Waterhouse & Delplanque)
   - Planning to interview nominees for Chairs, Nicole Baumgarth is expected to be included in the discussions. There are two nominations for about half of the programs, there are at least two cases where no nominees were submitted and current Chair is expected to continue serving.

d. CCGA – Coordinating Committee on Graduate Affairs (Hsu)
   - No updates at this time.

e. GSA – Graduate Student Association (Taggueg)
   - Elections will be held at the next GSA meeting. The current President and Vice President will continue to serve until the end of June. Once elected, the new President and Vice President will also be attending the remaining GC meetings.
   - GSA passed a resolution to endorse a city council member. It was made clear that the endorsement was the opinion of GSA, and not an endorsement by UC Davis. This is something that has been done in the past, the process typically involves a request being submitted to GSA and a student typically presenting a resolution.
• During the WASC accreditation visit there was discussion regarding advising for Graduate Students, and the need for increased mentorship. Retention for underrepresented minority students (URM) was voiced as a concern, this is an issue that students would like to see improved. The accreditation committee provided good feedback on what could be integrated into the program review process. The Office of Graduate Studies (OGS) has been notified and they view retention being just as important as recruitment. OGS has confirmed it is possible to track this information and include it as part of the program review process. Retention centers are available on campus that provide assistance to undergraduate URM students, something similar should be considered for graduate students. GC could consider and continue discussion of this issue next year.

• Met with Janet Napolitano and the issue of URM students was discussed, the Chancellor’s Envision UC Davis Program was cited as a move towards recruitment, but this does not address the retention issue.

• Will be meeting with people on Capitol Hill on Monday regarding the UC budget.

f. PSA – Postdoctoral Scholars Association (Abdelfattah) – Not in attendance.

g. GSADC – Graduate Student Assistant to the Dean and Chancellor (Hope)
  • Conducted interviews for next year’s GSADC, decision will be made.

II. Consent Calendar 2:25 pm

a. Meeting Summary from March 22, 2018
b. Communications Program Review Closure Letter
  i. Edits:
    • “Professor Temple-Lang member of the PRCC". Change member to Chair.
    • “…that would lead to the hire of a senior faculty member". Change hire to hiring.

c. Master of Professional Accountancy Program Review Closure Letter

d. Neuroscience Transmittal Letter
  i. Edits:
    • Second paragraph will be broken up into two.

e. Grandfathering Degree Requirements Policy

  Motion to approve with recommended edits: unanimously approved

III. New Business 2:30 pm

a. BYLAWS (Burman)
  i. Linguistics Bylaws
    No major issues with the bylaws, Bylaws committee recommends approval.

  Motion to approve: approved
Carlee Arnett abstained from voting

Other updates by Bylaws Committee

- Bylaws pending:
  a. Biomedical Engineering bylaws, no major concerns with these.
  b. GSM bylaws. Will be sent back to the program for further revisions.

b. EDUCATIONAL POLICY (Cappa)  2:45 pm

i. Linguistics Proposal

The proposal was submitted in response to a recommendation from the program review to consider changing from a graduate group to a graduate program.

It was noted that the memo in the proposal included language, which states that Linguistics department faculty members will automatically become members of the graduate program. This is not consistent with what is in the bylaws, it should be noted that they should follow the GC approved bylaws. The memo also mentions that the bylaws call for a Vice Chair of the Linguistics Department and this is not included in the bylaws.

Motion to approve the change from grad group to grad program: Approved

Carlee Arnett abstained from voting

Recommendations for the GC transmittal letter

- Note the membership rights vs eligibility and encourage the program to reach out to those who voted against the change in administration.
- Indicate in the letter that it was noted in the program review that most students were advised outside the department.
- Thank them for taking the program review recommendations seriously.

A proposed policy has been submitted by the Office of Graduate Studies regarding requests for conversion from a graduate group to a department-based graduate program. GC requests expedited review by EPC for this to be discussed at the next GC meeting.

ii. French and Francophone Studies Degree Requirements and Name Change

Request for Name Change to Graduate Degrees

The program is requesting a name change for the graduate degrees in the MA and PhD Program in French to French and Francophone Studies.

Motion to approve the name change for the graduate degrees: unanimously approved.

Degree Requirements
There were various concerns with the degree requirements. The document with comments from the GC Chair will be sent to EPC. The degree requirements will go back to EPC for further review.

c. GC Subcommittee Internal Guidelines Revision (Baumgarth) 3:15 pm
Revisions to the GC Subcommittee Internal Guidelines to permanently change the composition of PRCC. Additional suggested edits include:

- Recommended edit for bullet point 1: Include Associates in _____ as part of the list.
- Recommended edit for bullet point 2: Establishment of standards or policies for the workload of students who are employed.

Motion to approve with changes noted: unanimously approved.

Action Item: Draft transmittal letter addressed to Committee and Committees. The letter will be added to the consent calendar for approval.

d. Academic Dishonesty (Baumgarth) 3:30 pm

Policy revision to 537
- Removing the word "Undergraduate" and adding a notice of the Code of Academic Conduct.

Motion to approve recommended changes in DDR 537: unanimously approved.

Policy revision 550
- GC recommends changing the order of item C and item E
- GC requests clarification on item F. Will the suspension stay on the student’s record only during the period of suspension?

e. Academic Planning and Development Strategic Survey (Schank) 3:45 pm
The proposed survey is expected to be sent to Graduate Program and Graduate Group Chairs. The survey was created in part due to GC’s concern with faculty being able to teach graduate courses. The Dean has mentioned that the existing data on courses do not appear to show change over time. Yet, the program reviews continue to indicate that there are problems. While GC is supportive of the survey, there are concerns with some of the questions in the second part of the survey and how faculty will interpret them. It was recommended that the survey be split into two surveys.

Items to Consider
- Include an option to not change anything in terms of graduate administration
- Graduate Programs and Graduate Group responses should be tracked separately
- Should the questions be revised for Graduate Groups?
- Consider asking which college they are affiliated with (Humanities, STEM, etc.)
- Make it optional to indicate the exact program.
• Should the second part of the survey, which includes TAships, have input from a larger pool than just program/group chairs?
• Do Masters courses also count in the PhD tally or not? This needs to be clarified.
• Question 1 regarding core courses
  o Should this be changed to a yes or no question?
  o Should the word “core” be removed?
  o Consider rephrasing the question to something along the lines of how many courses are you offering students in order for them to complete their degree.

Action Item: Tabled for further discussion.