**GRADUATE COUNCIL**
**MEETING AGENDA**
March 22, 2018
10:00 – 12:00 PM
203 Mrak Hall

**In attendance:** Nicole Baumgarth, Beth Levy, Chris Cappa, Denneal Jamison-McClung, Duncan Temple Lang, Elyssa Fogleman, Greta Hsu, Jeffrey Schank, JP Delplanque, Kyoungmi Kim, Rena Zieve, Roy Taggueg, William Horwath.

I. **Subcommittee Reports**

10:00 AM

a. **Academic Planning and Development (Schank)**
   A brief overview of a strategic planning and development survey created by APD was presented to GC. The draft survey will be posted on the ASIS Whiteboard for further comments and approval.

b. **Administrative (Baumgarth)**
   The committee worked on one case regarding a split decision.

c. **Bylaws (Burman)** – Not in attendance.

d. **Courses (Longo)**
   An update regarding the status of the letter from COCI requesting access to the full course descriptions on ICMS for all faculty and course instructors was presented by Theresa Costa. The request has been presented and endorsed by Executive Council. The administration of courses is done by the Registrar's office. Once a new registrar and her/his staff is in place, GC/COCI must connect with the new staff at the Registrar's office to get the request approved and determine how to manage the implementation.

e. **Educational Policy (Cappa)**
   The committee met last week to continue discussion of potential revisions on the qualifying exam and the SR 546 S/U Grading request for consultation. Additionally, there are a few items in the queue pending program response that will likely come to GC for approval soon.

The committee has also received a number of policy revisions from the Office of Graduate Studies that will be reviewed by EPC over the next month or two.

f. **Program Review (Zieve)**
   The committee is continuing the program reviews. Furthermore, the committee is close to completing review of the DE Guidelines and the DE report template. These will soon be presented to GC for approval. Given that reviews of DE's do not currently include an on-site visit by the reviewer and only require one reviewer, the committee considers recommending inclusion of an optional meeting with the DE Chair as part of the DE reviews.

g. **Program Review Closure (Temple)**
   The committee is expected to meet next week or the week after. The committee aims to review procedures for requesting a second update from program in response to the PRC and reviewer's reports. This may lead to updated GC transmittal letters.
h. Support (Arnett) – not in attendance.

i. Welfare (Levy)

The Welfare committee met to review the nominations for the 2018 Graduate and Postdoctoral Mentorship Award. There was a strong pool of applicants and recommendations have been made to the Office of Graduate Studies.

II. Consent Calendar – Posted on the ASIS Whiteboard

- Meeting Summary from March 9, 2018
- DE in Stem and Progenitor Cells GC Transmittal Letter
- Physics GC Transmittal Letter (Rena recused from voting)
- Chemical Engineering Response Letter

Motion to Approve: unanimously approved.

III. New Business Items

a. PROGRAM REVIEW COMMITTEE (Zieve)

i. Neuroscience

- Aldrin Gomes, AHC Chair

Overall the program is doing very well. It is a highly competitive training program and seems to be one of the best funded graduate groups at UC Davis, owing to an existing T-32 training grant and well-funded faculty. This allowed the program to set up a system in which incoming students are supported for 3-quarters. There has been a significant increase in enrollment of URM students since the last review in part due to an innovative outreach program to attract these students to UC Davis. The faculty and leadership of the group felt that the addition of more students to the program could allow the research to grow, but that the current funding system does not allow this, as block funding is allocated based on current enrollment. Faculty would like to take rotation students, but have not had a chance due to the high ratio of faculty to students. The review team felt strongly that the program should increase student enrollment numbers. Other strengths of the group include a good system of communication with the students. The chair authors a weekly newsletter that highlights each week one student’s achievements. There is also great collaboration among the faculty. Although students complained of being somewhat oversaturated with meetings, this was not seen as a negative. Program weaknesses include two of the courses (cognitive neuroscience and neuroanatomy), which the program is looking to change this year. Other weaknesses included problems with staff transition, which caused some confusion for the students. It was recommended that they update the website to ensure that students know whom to contact. It was also noted that there is no adequate statistics course on campus that students in Neuroscience could take. Some concern existed also in the Time to degree for Masters Students, who seem to be completing their degree in an average of 3.5 years. However, these would be students who have changed their degree objectives, as the program is not directly enrolling MS students.

GC members discussed that the program be encouraged to use the money they already received (training grant, block-grant and faculty grant funding) in a manner that would allow increases in student enrollments. It is recommended that the transmittal letter request that the program respond to the recommendation from GC as well as the recommendations by PRC.
Motion to approve PRC report: unanimously approved.

b. **BYLAWS (Burman) - Tabled**
   1. **Linguistics Bylaws**
      
      **Linguistics Bylaws**
      
      10:45 AM

c. **EDUCATIONAL POLICY (Cappa) - Tabled**
   1. **Linguistics Proposal**
      
      **Linguistics Proposal**
      
      11:00 AM

d. **PROGRAM REVIEW CLOSURE (Temple-Lang)**
   1. **DE in Writing, Rhetoric and Composition Studies**
      
      PRCC received a response to the GC recommendations from the interim chair. PRCC will follow up with the program to request a follow up report that more fully addresses the implementation of recommendations outlined in the PRC and reviewer reports.
      
      **DE in Writing, Rhetoric and Composition Studies**
      
      11:15 AM

   ii. **Communication**
      
      This is a longstanding program that has undergone significant changes to now offer nearly exclusively a PhD. There were 4 areas of challenges that were identified: these include:

      1. **Domestic Graduate Student Recruitment and Diversity of Students:** with the goal to increase domestic and domestic URM students, brochures are sent out, but there is no mention of actual physical outreach. Given the composition of the undergraduate population in California, other approaches should be considered.

      2. **Guidance on Potential Career Paths:** Program has begun to explore various efforts and are considering offering a formal workshop.

      3. **Graduate Student Funding:** The started committing to five-year funding to students entering in fall 2018.

      4. **Succession Plan for Leadership:** A senior faculty member should be hired. This will be considered as part of the Letters and Science strategic planning process.

      Motion to approve recommendation for closure: unanimously approved.

   iii. **Masters in Professional Accountancy**
      
      This is a strong program with excellent leadership by the faculty that fills a societal need. There are strong job placement opportunities for the students, and overall students seem to be very satisfied with the program.

      Program responded to the recommendations, in particular preparing the students better for decisions regarding which path of study to take and for the upcoming job interviews, which occur right after students enroll in the program.

      The program review committee consisted of two reviewers from the Graduate School of Management. Neither the reviewers, nor the program identified conflicts of interest. However, going forward it should be ensured that reviewers are from another Schools.

      Motion to approve PRCC report and close the program review: unanimously approved.

IV. **Continuing Business**
   a. **Grandfathering Policy (GC2000-02)**

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      10:45 AM

      **Change:** students should be given 2-quarters to identify their choice
To: students should be given 2-quarters to declare their choice

It is recommended that the transmittal letter to the Office of Graduate Studies that programs be notified of the updates to the policy. Ideally, programs that have changed their degree requirements would be reminded of the policy by being e-mailed a copy of policy GC2000-02.

Motion to update policy on grandfathering: Unanimously approved.