In attendance: Nicole Baumgarth, Rena Zieve, Andy Waterhouse, Jeannelle Hope, Annabelle Yu, William Horwath, Davide Donadio (Proxy for Carlee Arnett), Chris Cappa, Kyoungmi Kim, Margie Longo, JP Delplanque, Pauline Holmes, Roy Taggueg, Prasant Mohapatra, Elyssa Fogleman, Duncan Temple Lang, Prabir Burman.

I. Subcommittee Reports

2:00 PM

a. Academic Planning and Development (Schank) – not in attendance.

b. Administrative (Baumgarth)
The committee will be meeting soon to discuss two cases.

c. Bylaws (Burman)
The committee is working through a few bylaw revisions.

d. Courses (Longo)
The committee met and agreed to streamline the review process by making modifications to the approval process. Requests submitted for repeat credit, course name change, and satisfactory/unsatisfactory grading will be automatically moved forward to Committee on Courses of Instruction (COCI) for review and approval.

The committee has been reviewing a submission by the Graduate School of Management to add to the mode of instruction to virtual for one of their programs. The committee is currently looking through the courses submitted and will be providing feedback to the program. Courses committee will follow policies developed by COCI for how to assess virtual courses.

e. Educational Policy (Cappa)
The committee continues to review submitted changes to degree requirements. The committee is working on a request for consultation from the registrar’s office regarding graduate students who are receiving a non-satisfactory grade for a repeatable course (e.g. 299 or 298 units). A proposal will be submitted to GC soon.

f. Program Review (Zieve)
The committee will meet next week to revise the DE questionnaires to better reflect DE’s (currently the same questionnaire is used as for graduate program/group reviews). The committee has had one member resign and has experienced issues with two members not attending meetings and not responding to email. Judi Garcia will work with Committee on Committees to address these issues.

g. Program Review Closure (Temple)
Committee is working for responses to currently seven reviews. For two reviews the committee has requested additional information from program.

h. Support (Arnett)
The committee is going over the statistics of the support fellowships for Graduate Studies. There were few fellowships for international students. A report will be provided to Graduate Council.

i. Welfare (Levy) – not in attendance.

**Announcement by Prasant Mohapatra:** The Dean informed Graduate Council that the Council of Deans and Vice Chancellors (CODVC), which previously reviewed new programs, no longer exists. It has been replaced by the Provost Leadership Council. The Dean recommends that program proposals approved by GC be submitted to the Provost Leadership Council for review instead. GC had no objections to this change.

II. Consent Calendar – Posted on the ASIS Whiteboard 2:30 PM

   a. Meeting Summary from January 11, 2018
   b. Affiliation Request: Performance Studies with DE in Human Rights
   c. Affiliation Request: School of Nursing with DE in Feminist Theory
   d. Nutritional Biology GC Transmittal Letter
   e. CANDEL Program Proposal for Dissolution of Partnership GC Transmittal Letter
   f. RFC Draft Response: Open Access for Theses and Dissertations

**Motion to approve with provision that RFC will be edited as noted on the whiteboard:** Unanimously approved.

III. New Business Items

   a. PROGRAM REVIEW COMMITTEE 2:35 PM
      i. DE in Organism-Environment Interaction – Presented by PRC Chair Rena Zieve
         This is the first review of this DE. The faculty member who initially organized the DE is now retired, but continues to Chair the DE after no other faculty stepped forward to take up leadership. A new DE Chair has not been officially appointed through the Office of Graduate Studies. About one student per year joined the program since its inception. The self-review noted that the DE would like to increase the core course offering to every three years. Given the lack of robust student enrollment, lack of enthusiasm by faculty to lead the DE, and the failure to establish a robust curriculum, PRC recommends enforcing the DE Sunset Clause, and to suspend admissions of the DE for eventual closure.

         **Motion to Sunset the DE:** unanimously approved.

         **Action Items:** Nicole Baumgarth will draft the transmittal letter. Andy Waterhouse will provide the list of faculty who are associated with the DE.

   b. BYLAWS 2:55 PM
      i. Graduate Group in Human Development Bylaws
         The Bylaws committee had no concerns with the bylaws and recommended approval. There were a few typos noted during the GC discussion.

         **Motion to approve assuming that all typos are resolved:** unanimously approved.

   c. REQUEST FOR CONSULTATION (RFC) 3:15 PM
      i. Final Report of the Joint Task Force on Research Units
         Prasant Mohapatra provided a brief overview of the report. Currently there is great variation in the way interdisciplinary research is organized and administered. There are Organized Research Units (ROU) and several research centers, but there is currently no cohesive
oversight and administration of these ROUs. A lack of a cohesive administrative structure has been a main challenge for campus strategic planning and administration of these units. The effort of the task force was to define what a research unit is and identify a potential administrative structure that could work at the campus level. Cutting-edge research is being done at many of the centers. Graduate students, particularly those in graduate groups, seem to favor the centers. The expectation is that there will be some efforts to enhance the student’s experience through organized teaching and mentoring, the feedback provided from Graduate Council and others will be submitted to the Chancellor and Provost.

Discussion among GC members centered on the importance of these Research Units for the graduate student and post-doc research experience and student recruitment. GC emphasized the importance of this report for graduate students. GC supports that moving forward efforts are made at each center to enhance the student/post-doc experience. In many instances, centers become the primary “intellectual home” for many students. So, it will be important that the centers actively engage the students.

Regular reviews of these centers are recommended. It should be considered the extent to which Graduate Council should be involved in the aspects of the review that affect graduate education in the future.

**Action Item:** Nicole Baumgarth will draft a response which will be posted to the ASIS Whiteboard for further comments.