I. Subcommittee Reports

a. Academic Planning and Development (Schank)
   The committee is scheduled to meet at the end of the month. The committee will be charged with exploring strategies for enhancing graduate education and interdisciplinary research at UC Davis.

b. Administrative (Baumgarth)
   The committee has addressed 2 appeals for disqualification (one by a Masters student enrolled in the School of Nursing and another by a student enrolled in the PhD program in Economics, and is expected to receive 2 more appeals for review.

c. Bylaws (Burman)
   The committee is currently reviewing the items in their queue, one of which has been recommended for approval and is currently on the agenda.

d. Courses (Longo)
   The committee is reviewing graduate course requests for approval. Furthermore, the committee is working on ensuring that all faculty and instructors at UC Davis have access to view the expanded course descriptions of all currently taught courses in order to be able to review applications for new/amended courses for course overlap and content, and to allow all instructors and graduate advisors the ability to review existing courses for content.

e. Educational Policy (Cappa)
   The committee has met and is currently working on reviewing the items in their queue. The committee has started discussion of potential revisions to the policies and practices for the Qualifying Examination.

f. Program Review (Zieve)
   The committee is scheduled to meet later this month. The committee will review 18 programs this year, including one carrying over from last year. In addition, the committee has been tasked with developing specific questionnaires for Designated Emphasis (DE). The online and anonymous questionnaire is provided to students and faculty as part of the self-review process. Currently they are the same as those provided for the self-review of Masters and PhD programs. However, many of the questions are not always relevant to the DEs.

g. Program Review Closure (Temple)
   The committee has completed review of 3 graduate programs, which are discussed at this meeting, is working on reviewing an additional 4 programs, and awaits responses from a further 7 programs before proceeding with review. The committee hopes to have additional reviews ready for the next GC meeting.

h. Support (Arnett)
   Since last year, the committee has been working on obtaining data related to the fellowships awarded. Despite numerous meetings with the OGS (Stephen Albrecht) and pledged support, the data have not been made available to the Student Support Committee. The committee
requires assistance in obtaining the data. Therefore it was recommended that a formal request be submitted to the Academic Senate.

**Action Item:** Carlee will draft a letter addressed to Academic Senate Chair Rachael Goodhue requesting access to the data, and submit it to Nicole, who will forward the request on behalf of Graduate Council.

i. Welfare (Levy)

The committee will continue work on mentoring issues. The committee will also review availability of information for grievance processes of graduate students and post-doctoral scholars.

II. Consent Calendar – Posted on the ASIS Whiteboard 1:55 PM

a. Meeting Summary from October 6, 2017

**Motion to approve the consent calendar:** approved unanimously

III. New Business Items

a. **EDUCATIONAL POLICY COMMITTEE (EPC)** 2.00 PM

- Affiliation Request for Comparative Literature with the DE in African American Studies
  
  A brief overview of the request was provided by Chris Cappa. The Educational Policy Committee had no concerns and recommended approval of the request.

  **Motion to approve the request for affiliation:** approved unanimously

- Proposal to Reconstitute the M.A. in English to an M.F.A. in Creative Writing
  
  A brief overview of the proposal was presented by Chris Cappa. The proposal contained the request for changes in the degree objective from a non-terminal MA degree with emphasis in creative writing to a terminal MFA in creative writing, the degree requirements, and bylaws associated with such a program. The Educational Policy had no concerns with the request. Graduate Council discussed the general concept of the request to change from an MA to an MFA. The change to an MFA in creative writing appears overdue, given the changing in national trends, and the high caliber of the UC Davis program.

  **Motion to approve the request to change from an MA to an MFA:** unanimously approved.

  **Motion to approve the degree requirements:** unanimously approved.

Chair of the Bylaws committee pointed to some statements in the proposed bylaws that are not consistent with existing policies, including:

a. Renewal of membership is not consistent with existing policy.

b. “Changes in the bylaws” require 2/3+ vote by campus policy, and not 50+ as written.

c. Application process for membership by faculty outside the department is unclear.

**Action Item:** the bylaws of the prosed MFA in creative writing will be returned to the Bylaws committee for further review. Once the Bylaw's committee has worked with the program to address the concerns, the Bylaws will be placed on the consent calendar for voting at the next available GC meeting.
Follow-up with the English Program after the GC meeting showed that a set of bylaws was approved by Graduate Council at its meeting on December 02, 2016. The approved bylaws appear different from those included in the application. The Chair of the Bylaws Committee will try to resolve the issues.

b. BYLAWS 2:20 PM

- International Agricultural Development Bylaws
  A brief overview of the bylaws was presented by Prabir Burman.

  Page 4 Section B Membership Committee: “The Committee on Membership shall review on a yearly basis one-half of the membership in addition to new applicants.” This should be consistent with statement on page 2 Section D Review of Membership: “This review will be conducted by the Committee Membership, who shall review on a yearly basis one-third of the membership.”

  GC recommends changing the sentence on page 4 Section B. Membership Committee to read as follows: “The Committee on Membership shall review on a yearly basis one-third of the membership in addition to new applicants.”

  Motion to accept bylaws with the change on page 4 section B that one-third of the members will be reviewed every year: unanimously approved.

c. PROGRAM REVIEW CLOSURE COMMITTEE (PRCC) 2:30 PM

- Nursing Science and Health Care Leadership (NSHL)
  A brief overview of the program review closure was presented by Duncan Temple Lang. The program responded comprehensively to the recommendations made in the review documents. A major concern by the review team, namely the financial stability of the program over the long haul seems to have been addressed in that the School of Nursing will be provided for the first time with State funding next year (and the expectation is that this will continue thereafter). After review, PRCC recommended closure of the review. The next review is to be initiated as part of the regular 7-year review cycle in 2023.

  Motion to close the program review and schedule next review in 7 years: unanimously approved.

  Action Item: Nicole Baumgarth will draft the GC transmittal letter, to be posted on the ASIS whiteboard for any suggested edits.

- Agricultural and Resource Economics
  A brief overview of the program review closure was presented by Duncan Temple Lang. After review, PRCC recommended closure of program review with the next review scheduled for the regular 7-year cycle, i.e. initiation of program review in 2023.

  One of the issues discussed by Graduate Council was the concern raised in the program review of Master’s students hired for TA position who had not taken the campus-wide TA-training in the Fall. Discussion by Council indicated that there is a variety of approaches programs take, with some departments providing their own training, while others will not let students TA who have not taken the campus-wide TA training course. Council suggests that this be included as part of the broader discussion of TAships. Associate Dean Andy Waterhouse mentioned that the Office of Graduate Studies has information on the numbers of new graduate students who are taking the training each year.
Based on the discussion the GC transmittal letter accompanying the program closure announcement should include:

- That the program should enforce policy on adequate training of their TAs.
- The program should encourage Master's students to take the training independent of whether they are scheduled at the time to be given TA-ships.
- The letter should point out that this is a departmentally based program and not a graduate group. Various documents suggest that the leadership might be unclear on that point.

**Motion to close the program review and schedule next review in 7 years:** unanimously approved.

**Action Item:** Nicole Baumgarth will draft the GC transmittal letter, to be posted on the ASIS whiteboard for any suggested edits.

- **Designated Emphasis in Translational Research**
  A brief overview of the program review closure was presented by Duncan Temple Lang. Although the DE leadership pledged that all recommendations raised in the Program Review Committee Report will be implemented, concerns exist as to the somewhat vague responses by program to the specific recommendations. Therefore, PRCC recommended program review closure by a re-review of the program earlier than the 7-year review cycle (in 4 years). In its response the Office of Graduate Studies also indicated that it will follow-up with the DE in 2 years.

**Motion to approve PRCC recommendations to close and schedule next review in 4 years:** unanimously approved.

**Action Item:** Nicole Baumgarth will draft the GC transmittal letter, to be posted on the ASIS whiteboard for any suggested edits.

**IV. Biological Sciences Proposal for a multi-group graduate course in Biostatistics**

A brief overview of this issue was provided by Nicole Baumgarth. The lack of access by many graduate groups for an appropriate course in bioinformatics/biostatistics has been a long-standing issue on campus and has been raised in Program Reviews for many graduate groups and programs over many years.

The issue was brought to Council’s attention for discussion on the broader issue of how such curricular deficiencies, affecting multiple graduate programs, can be addressed comprehensively, when multiple colleges are affecting (in this case 4). The question is whether this falls within the general concept of lead-deanship, where the college/school with relevant expertise (in this case the Medical School, Division of Bioinformatics, or the Dept. of Statistics in the College of Letters and Sciences), should provide the necessary resources. Alternatively, is it feasible/advantageous for the OGS to distribute resources to staff courses that are important for a large number of programs/groups? How should each program/group initiate the discussion? Should this be channeled through the OGS, or the Colleges? Should GC take a position on this issue?

GC did not take a position on these issues. Discussion should continue in the future. The pooling of resources for courses that benefit many campus programs should be brought up in the strategic planning process the campus is currently undergoing.