

December 12, 2014

**MOLLY THEODOSSY**

Policy Coordinator  
Offices of the Chancellor and Provost

**RE: Proposal to Amend PPM 280-10: Death of a Student, Former Student or Applicant**

The proposal to amend PPM 280-10 was forwarded to all Davis Division of the Academic Senate standing committees including school and college Faculty Executive Committees. Graduate Council responded.

Graduate Council (GC) noted that the specific mechanism for a graduate student's family requesting conferral of a posthumous degree is not currently described, although that for an undergraduate student is, in written campus policies. The Academic Senate will take corrective action.

The choice of the order of people and units listed for notification following a death, if it is intended to represent a chronological list or sequencing, is not well-justified. The death of a student could create significant psychological effects on community members, so GC suggests that the order be modified such that Student Health and Counseling Services are notified even before the Registrar. Notification of the instructors of record, especially for large enrollment classes, would be desirable. GC also noted that several international programs, as well as international research could be associated with the death of either an undergraduate or graduate student, so that establishment of policies for a student death within international programs or study should be included. GC found some inconsistencies in the formal name attributed to SISS.

GC thought that some special procedures might be necessary for a student's death associated with campus-sponsored class work, laboratory research, or field work, with potential coordination with administrative bodies associated with risk management and legal counsel needed, and prompt actions for the safety of other students, staff and faculty possibly indicated.

I support the following specific edits, recommended by GC:

III. A 1.a.6.: Add " and Dean of Graduate Studies as appropriate"

III. A.1.a.7: Change "Chair of the student's department" to "Chair of the student's department and/or graduate group and major professor as appropriate"

III. A 1.g.4: "Major or graduate program and graduate degree objective"

III. A 5. "Departments and Graduate programs...."

III.B.1.a.5 (Department, Graduate Program, College, and Office of Graduate Studies)

III.B.1.b.4. “Major or graduate program and graduate degree”

III.C. “an undergraduate or graduate”

III.C.1.a “...for an undergraduate student, Undergraduate Admissions, and for a graduate student, Graduate Studies will close...”

III.C.1.a.3. “ and graduate group as appropriate” Insert, and renumber all subsequent numbers

III.C.1.a.4 Director of Graduate Admissions

III.C.1.a.4 (now renumbered to III.C.1.a.5) “and Graduate Studies as appropriate”

GC finally recommends that the campus notification of (III.B.1.) for alumni be limited to deaths that have occurred within some time period (e.g. 5 years) after their UCD degree.

Based on the issues noted, we look forward to reviewing a revised policy in the near future.

Sincerely,



André Knoesen, Chair  
Davis Division of the Academic Senate  
Professor: Electrical and Computer Engineering