

**GRADUATE COUNCIL
MINUTES
January 29, 2015
307 Kerr Hall, 2:00-4:00 p.m.**

Present: Ken Kletzer (Chair), Pranav Anand, John Bowin, Kimberly Jannarone, Dean Mathiowetz, Leta Miller, Tyrus Miller, Stefano Profumo, Wang-Chiew Tan, Erica Smeltzer (Graduate Student Rep), Jeb Purucker (Graduate Student Rep), Esthela Bañuelos (Senate)

Absent: Jonathan Fortney, Roberto Manduchi, Christy Caldwell (Library Rep), Miten Jain (Graduate Student Rep),

Guest: Jim Moore, Assistant Dean, Graduate Studies

Routine Announcements

Chair

Chair Kletzer asked Member Mathiowetz to provide an update from the Senate Executive Meeting of January 27, 2015, which he attended in place of Chair Kletzer. Member Mathiowetz noted that topics of discussion included the SEC Framework for International Engagement and the DC and campus requirements for writing.

Dean of Graduate Studies

Dean Miller announced that he is co-chairing the Joint Senate/Administrative Task Force on Graduate Growth.

He also announced that the Grand Slam event (focused on showcasing graduate student research), has forty-nine applicants so far. Office of the President will sponsor systemwide finals on May 4.

The Graduate Division has sent out the call for the second year of the Chancellor's Graduate Teaching Fellows Program, a few modifications have been made this year in the types of courses sought, which will include redesign of existing larger scale course, smaller "discovery" seminars, and mentored research experience. Applications are due the third week of February and awards will be announced in early March.

Assistant Dean of Graduate Studies Jim Moore announced that fellowship review has been delayed, as the Graduate Division has been asked to extend their deadlines. They will announce the Cota Robles on Monday, February 5 and will announce the Dissertation fellowships by February 12. The Graduate Division is trying to find deadlines that work for the different divisions. In response to a question about fellowship deadlines, Dean Miller responded that the Graduate Division responds to input but there are limits and constraints, so application dates are up in the air.

Dean Miller announced he will be traveling for UC events on Hispanic Serving Institution status and research and a Humanities workshop on alternative academic employment focused on graduate students.

Graduate Student Representative

None.

Librarian Representative

None.

Physics External Review Closure Meeting

Member Leta Miller provided a brief update on the Physics Department external review closure meeting. The issues raised by Council were raised at the meeting, including the ratio between Ph.D. students and faculty, timeframe for TA allocations, support for Condensed Matter Physics. Member Miller noted the closure meeting was very positive and suggestions raised by GC are being addressed.

Program Statements Overview

Members reviewed the process for program statement changes reviews in preparation for reviews beginning at the February 12, 2015 meeting. Chair Kletzer noted that program statements with substantial changes will be reviewed by the Council. The Council will be reviewing cover letters, which outline the changes and justification for changes, and the program statements carefully. The Council agreed to review only program statements containing changes. The Council also concurred with the 2013-14 Council's decision that graduate program learning outcomes (PLOs) should not be listed in the catalog copy. The Council will send out a notification of this decision to the relevant constituents.

External Reviews

Comments on the ERC Report (Stage 2)

MCD Bio

The Council commented on the MCD Biology external review report, and noted that the External Review Committee (ERC) praised the quality of the faculty and its research activity and strength of the Ph.D. program. The ERC presented its report as a set of recommendations for the MCD Bio program, many of which were made in direct comparison to the biology programs at other UC campuses. The Council also noted that many of the ERC's recommendations were already adopted by PSci Dean Koch.

The Council commented on four points specific to the graduate program: 1) faculty size and growth, 2) the size of the Ph.D. program relative to faculty FTE, 3) student support and TA training, and 4) the role of the Master's program.

Graduate Council Charge

The Council reviewed its charge and discussed areas for revision and updates. To facilitate its review, the Council also examined the bylaws for Graduate Councils across the UC system. Members agreed that the current charge has not been updated in some time, and discussed making changes that more clearly articulate the areas of plenary authority of the Council as well as more clearly articulate the multiple areas where GC currently has input and advisory capacity but is not clearly reflected in the current charge. The Council will review the changes suggested so far at the next meeting and finalize the document. The Council also noted that it delegates some tasks to the Graduate Division, and will create and maintain a document of delegated tasks.

TIM Graduate Programs Report

At its meeting of December 4, 2014, the Council reviewed the TIM graduate programs report received on December 1, 2014 to determine if the programs adequately met the criteria outlined by GC (May 28, 2014) in order to avoid suspension of admission to their M.S. and Ph.D. programs. At today's meeting, the Council continued its deliberation, and established criteria for the M.S. program to meet in order to resume admissions. Members reviewed the TIM report, GC correspondence outlining criteria for TIM programs to meet, as well as the GC response to the separate self-suspension proposal from TIM on fiscal grounds and the VPAA decision on that self-suspension proposal in preparation for deliberation. The Council will write a letter to the programs communicating its decision not to suspend admissions to the Ph.D. program and to suspend admissions to the M.S. program indefinitely, beginning in 2015-16, as well as outlining the criteria for the program to meet to reinstate admissions to the M.S.