

**GRADUATE COUNCIL
MINUTES
October 8, 2015
307 Kerr Hall, 2:00-4:00 p.m.**

Present: Don Smith (Chair), Anjali Arondekar, David Brundage, Pascale Garaud, Roberto Manduchi, Dean Mathiowetz, Dard Neuman, Stefano Profumo, Ruby Rich, Tyrus Miller (ex officio), Christy Caldwell (Library Rep), Anjali Dutt (Graduate Student Rep), Esthela Bañuelos (Senate Analyst)

Absent: None

Chair's Orientation to Council Business

Chair Smith provided an overview of member responsibilities and procedures for conducting GC business. The Council reviewed and discussed the following documents: member guidelines, confidentiality and recusal policy, consultation procedures, and guest guidelines.

The Council also revisited its guest policy, and agreed to extend a formal invitation to Assistant Dean of Graduate Studies Jim Moore to attend Council meetings as a guest for the 2015-16 year. The Council also considered the request from VPDGS Miller that Associate Dean of Graduate Studies, Sue Carter, attend Council meetings as a guest. Graduate Council members discussed both need and process. The Council made the decision to follow the precedent set by last year's Council. While not extending a standing invitation, the Council agreed that there may be issues before the Council for which it would be appropriate to include Associate Dean Carter as a guest. In such cases, the Council agreed that a request should be sent in writing from the Dean of Graduate Studies one week prior to the meeting for which the guest invitation should be considered. The Council clarified that its bylaws do not allow for the Associate Dean to serve in a substitute capacity for the Dean of Graduate Studies, which serves as an ex officio member of the Council.

Issues for Council and Subcommittees in 15-16

Members reviewed the GC charge and annual report in preparation for discussion of issues the Council should address this year, including routine business and a proactive agenda. Proactive issues raised and discussed by members included graduate growth and the *Joint Senate Administrative Task Force Graduate Growth Report* (June 2015), international education, and graduate student welfare.

Subcommittee and External Review Assignments

The Council reviewed and agreed to member assignments, including subcommittees and external reviews.

External Review Overview

Members reviewed and discussed the process for external reviews in preparation for assignments beginning at the next Council meeting. Chair Smith clarified the responsibilities of the GC lead and second reviewers, and expectations for contributions from all members.

Computational Media M.S. and Ph.D. Proposal: Revised

The Council considered the revised proposal for M.S. and Ph.D. degrees in Computational Media, which first came up for Council review during spring 2015. The Council reviewed the department responses and revisions based on the Council's feedback, which included comments from the Committee on Planning and Budget (CPB) review. The Council discussed specific issues of space needs and faculty: student ratios outlined in the revised proposal. The Council agreed to continue the discussion of this item at its next meeting, when CPB's comments will become available for Council review.

Education Ph.D. Program

The Education Department, upon GC's request, submitted the second (of four) annual reports to apprise the Council of the status of the Ph.D. program. Council reviewed the report and considered if there were further concerns about the Ph.D. program. The Ph.D. program was retooled into a "single track" program effective 2014-15.

The Council agreed that the report was thorough and responsive, and demonstrated continued improvement of the program since Council review in 2014. The Council commended the department for continued progress made in addressing issues of concern to GC. The Council also raised questions, including in the areas of tracking student progress, the graduate student survey, faculty workload, and independent studies courses, which the department should consider addressing in its 2016 report to the Council.