

**GRADUATE COUNCIL
MINUTES
September 27, 2018
307 Kerr Hall, 2:00-4:00 p.m.**

Present: Gina Dent (Chair), Pranav Anand, John Bowin, Lissa Caldwell, Andrew Fisher, Robert Johnson, Tracy Larrabee, Dejan Milutinovic, Alex Pang, Lori Kletzer (ex officio), Katharin Peter (Library Rep), Esthela Bañuelos (Senate Analyst)

Absent: Sharon Daniel

Chair's Orientation to Council Business

Chair Dent 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. Chair Dent also updated members on last year's Graduate Council decision to delegate graduate course review to the Committee on Courses of Instruction (CCI) for one year, noting the Council will review the delegation at the end of this academic year.

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 2018-19 year.

Subcommittee and External Review Assignments

The Council reviewed and agreed to member assignments, including subcommittees and external reviews. There was brief discussion of the Council's external review process.

Issues for Council and Subcommittees in 18-19

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. The committee discussed key issues including the faculty FTE review process; mentoring and professional development of graduate students; diversity and its impact on faculty, students, teaching, and research, and the Curriculum Management transition to SmartCatalog this year. On graduate growth, members raised a number of issues and approaches to a proactive engagement, and decided to form two subcommittees this year on 1) graduate growth, 2) graduate student experience and graduate student welfare.

New Degree Program Proposal Overview

Members reviewed the materials provided as an orientation to new degree program proposal review, including an overview of state supported, Professional Degree Supplemental Tuition (PDST), and Self-Supporting Graduate Professional Degree Programs (SSGPDP) review processes.

Consultation: VPDGS

The Council formally consulted with new Vice Provost and Dean of Graduate Studies (VPDGS) Lori Kletzer. The Council asked her to discuss her mission and vision for the Graduate Division, key goals for graduate education, and an overview of recent changes in the division.

VPDGS Kletzer outlined her work in a few key areas, which include: raising the visibility and presence of graduate education, developing a strategic academic plan, and graduate growth (and particularly in context of the campus Strategic Academic Plan [SAP]). She also discussed her work with other principal officers on issues related to graduate education, including officers in University Relations and Student Success.

VPDGS Kletzer also noted her division's focus and plans related to career and professional development for graduate students.

The consultation also included a presentation of data related to graduate enrollment growth (number of applicants and yield for the campus and by department/program and division) and funding trends over the last five years.