

## **GRADUATE COUNCIL Annual Report 2008-2009**

To the Academic Senate, Santa Cruz Division:

### **Graduate Council Organization**

Generally the Graduate Council (GC) met bi-weekly during the academic year, with a total of 16 regularly scheduled meetings over the course of the year. An additional ad hoc meeting with the Philosophy Chair took place on May 12. The voting membership of the Council comprised: Gopal Balakrishnan, Scott Brandt, David Brundage, Weixin Cheng, Patricia Gallagher, Wally Goldfrank (F, S), Athanasios Kottas (F,W), Tracy Larrabee (W,S), Susan Schwartz, with Sue Carter (Chair, F, W) and Sandra Faber (Chair, S), and Vice Provost and Dean of Graduate Studies Lisa Sloan sitting *ex officio*. Meetings were also attended by Laurie Babka (F) and Stephanie Casher (W,S) of the Academic Senate staff, Bob Hastings (F,W) and Jim Moore (S) of the Graduate Division; Graduate Student Association Representatives Misty Blakely, Marcel Garcia, and Travis Orloff; and LAUC Representatives Beth Remak-Honnef (F) and Paul Machlis (W,S). Guests included Associate Graduate Dean Tyrus Miller, Nirvikar Singh (Professor of Economics), Vice Chancellor of Student Affairs Felicia McGinty, Associate VC of Student Affairs Jean Marie Scott, Acting Assistant VC of Student Affairs Sue Matthews, Paul Roth (Chair of Philosophy), and a GSA representative from Philosophy. In their capacity as Chair, Sue Carter and Sandra Faber served as representative to the systemwide Coordinating Council on Graduate Affairs (CCGA), and the Senate Executive Committee. Chair Carter also served as representative to the campuswide Subcommittee on Instruction.

Several subcommittees met separately, both throughout and at particular moments in the year. The standing Subcommittee on Course Approvals included Gopal Balakrishnan, Patricia Gallagher and Sandra Faber. During winter quarter, Gopal Balakrishnan, Sue Carter, Patricia Gallagher, and Susan Schwartz evaluated applications for the Cota-Robles Fellowship. In the spring David Brundage and Weixin Cheng reviewed Dissertation Year Fellowship candidates, and Patricia Gallagher and Susan Schwartz were central to the Outstanding Teaching Assistant competition.

Longstanding staff members Laurie Babka (ASO) and Bob Hastings (Graduate Division) provided invaluable support to the Council, bringing deep knowledge, expertise, and a remarkably clear understanding of both the issues and what we did about them to the table. Both Laurie and Bob retired from the University this year, and Graduate Council thanks both of these colleagues for their singularly indispensable participation in our work over this and many other years. In January, Stephanie Casher took over staff support for the Graduate Council, and came up to speed remarkably quickly on all aspects of GC's business.

### **1. New program proposals**

The Council reviewed and provided feedback on two pre-proposals for new degree programs—the Graduate School of Management and an Electrical Engineering Master's in Engineering. The M.A. and Ph.D. programs in Technology and Information Management (TIM), approved by Graduate Council in June 2008, also moved forward, and was approved by President Yudof effective April 23, 2009.

## **2. Graduate program review**

GC had a very packed schedule of current and forthcoming external reviews of graduate programs. External Reviews conducted during 2008-09 included Astronomy and Astrophysics, Computer Engineering, Computer Sciences, Economics, History of Consciousness, Information Systems Management (ISM), Literature, Mathematics, Ocean Sciences, Politics, Sociology, and Theater Arts. GC also responded to the draft charges for External Reviews in Economics, Feminist Studies, Film and Digital Media, History, and the Institute for Marine Sciences. GC also approved a one-year deferral of the Psychology External Review, and the movement of Science Communications and Physics to an 8-year review cycle.

## **3. Parenthetical Degree Notations**

Graduate Council approved several parenthetical degree notations:

- Environmental Studies to offer a Statistics parenthetical to Environmental Studies PhDs.
- Sociology to offer a revised Environmental Studies parenthetical to Sociology PhDs.
- Anthropology to offer a Visual Studies parenthetical to Anthropology PhDs.
- History of Consciousness to offer a Visual Studies parenthetical to HistCon PhDs.

Graduate Council also approved revisions to the current parenthetical degree requirements for Environmental Studies and American Studies.

## **4. Graduate Program Changes**

- In November 2008, GC approved a request from the Economics Department to change the curricular sequence, timing, and types of final papers required for their Ph.D. program.
- In December 2008, GC approved the Department of Ecology and Evolutionary Biology's request to not require the GRE subject test in Biology for graduate admissions.
- In January 2009, GC approved the Psychology Department's request to add a new course requirement in the Social Psychology area.
- In February 2009, GC approved a request from the Astronomy and Astrophysics Department to 1) shorten time to degree by ensuring that all students exit in a maximum of six years, with five being preferred, 2) require the passing of the Qualifying Exam by the end of the third year, 3) require one lead-author paper to a refereed journal by the end of the second year, and 4) reduce the course load by two, to allow students more time to spend on research.
- In April 2009, GC approved a request from the Education Department to change the internal structure of their Ph.D. program to move from assignment of grad students to a particular specialization to a loose alliance with one or two emphases or concentrations.
- In June 2009, GC approved a request from Bioinformatics to change their thesis and dissertation requirements.
- In June 2009, GC approved a request from the Linguistics Department to add Ling 213 as a required course.
- In June 2009, GC approved a request from the Social Documentation Program to add SOCD 294C to the curriculum.

## **6. Graduate Policies**

The Graduate Council and the Graduate Division worked throughout the year on revising and clarifying official procedures for Graduate Student Appeals and Hearings. Graduate Council also made revisions to the Academic Integrity Policy.

## **7. Suspension of Admissions to the Philosophy Graduate Program**

Monitoring the Philosophy Graduate Program was on GC's action list owing to critical comments about the program in the department's Closure Review report of March 24, 2008. Concerns were sufficiently serious that the Closure Report directed the department to report annually to the Graduate Council until those concerns were addressed.

To learn more about the program, Graduate Council invited a Philosophy Ph.D. student for a confidential discussion on October 23, 2008. GC then had a discussion with Department Chair Roth at a special meeting of the Graduate Council on May 12, 2009. The Council prepared several detailed questions for the chair and sent them in advance. Chair Roth came well-prepared to address the questions and was very open with the Committee about the department and the challenges it faces.

After consultation with Chair Roth, the Graduate Council determined that the problems mentioned in the Closure Review still largely persist, with minimal progress being made on many of them during the past year. As a result, exercising its plenary authority over graduate programs, Graduate Council decided to suspend the Philosophy department's right to admit students for fall 2010-11 to allow the department time to institute further improvements. However, Graduate Council did develop a list of milestones for the department, and the decision to suspend admissions could be reversed if review by the Graduate Council indicates substantial progress.

## **8. Improvements to the External Review and Visitation Process**

Graduate Council dedicated a significant amount of time during spring quarter to discussing improvements to the External Review and Visitation Process. This work was prompted by some recent UCSC self-studies that have been falling short in providing the essential information that the Council needs about graduate programs. Finally, since the Committee wrestles constantly with the need to maintain high standards for graduate education *between* reviews, GC began to think about changes to the mid-cycle updates that would aid and abet the committee's work.

Graduate Council provided Vice Provost for Academic Affairs Alison Galloway with an extensive set of recommendations pertaining to the external review process, including: revised and expanded self-study guidelines; a data sheet requesting basic statistics for all departments in a uniform manner; and a graduate student questionnaire.

## **9. New procedures for the annual review of program statements and graduate degree requirements**

Because the General Catalog is the legal document of record for graduate degree requirements, it is important that it be up to date and that all other departmental versions of degree requirements agree with it. A check of department web sites in spring 2009 revealed a large number of discrepancies. Graduate Council accordingly adopted the following principle: **Departments are**

**responsible for assuring that all graduate program statements and degree requirements on department web sites and in departmental brochures match the corresponding statements in the General Catalog.**

To ensure that departments comply with this rule, department chairs and managers will be required to co-sign a new form (the Department Degree Requirements Certification form) certifying that they have checked to see that all departmental versions of their program statements and degree requirements (e.g., web sites, brochures, etc.) are consistent with the General Catalog version. This form must be submitted to the Registrar's Office along with the first course approval form for the year.

**10. Redrafting policy and procedures pertaining to graduate degree annotations**

Graduate Council began discussion about ways to clarify and improve the current policies and definitions for graduate degree annotations. Annotations at UCSC are of two types: specialization within a graduate department, usually indicated by the term *concentration*, and interdepartmental training, usually called a *parenthetical notation*. However, the requirements for these are not carefully spelled out or monitored, are not conveniently posted for students and faculty, and not correctly listed in the *General Catalog*. GC started to develop a simplified system that would streamline concentrations and redefine parentheticals as "Minors". Feedback is being sought from departments, and the revised system will be finalized and implemented next year.

**11. Other business**

Graduate Council also discussed and commented on several systemwide policies and discussed a number of other local issues, among them:

- Report on the Professional Doctorate (10/23/08)
- Academic Plan Metrics and High-Level Indicators (12/4/08)
- Administrative Reorganization of the Community Studies Department (5/7/09): In a letter to the Social Sciences Dean, GC expressed concern that the proposed reorganization, though ostensibly confined to staff, appeared to significantly impact instruction and therefore only minimally conformed, if at all, to the principle of shared governance.
- Proposed UC Seminar Network (4/30/09): GC wrote to Senate Chair Quentin Williams saying that endorsing the proposal to broadcast seminars throughout UC would first require having a more realistic cost estimate.
- Proposed Amendment to Standing Order 100.4 – Emergency Furlough and Salary Reduction Policies (5/7/09): GC expressed the opinion to Senate Chair Williams that furloughs should be planned to have minimal impact on instruction and that minimal graduate student services should be maintained at all times. The Council preferred furloughs to salary cuts.
- Proposed Rent Increases at Family Student Housing (5/21/09): GC met with Felicia McGinty, Jean-Marie Scott, and Sue Matthews from Student Affairs to discuss proposed future rent increases in Family Student Housing. In a letter to Executive Vice Chancellor David Klinger, the Council expressed extreme concern over both past and future rent increases, which over the long term are eroding UCSC's ability to competitively attract graduate students.

- Graduate Admissions Policy (6/4/09): GC approved new policies from the Graduate Division concerning late admits, rolling admissions, and applications to graduate groups. A fourth proposal to permit simultaneous applications to multiple departments raised serious questions, and the issue was deferred to next year.

## **12. Issues Carrying Over to 2009-10**

The Council identified the following issues carrying over into the next academic year:

- Monitoring Philosophy Department progress and suspension of admissions.
- Finalize Graduate Admissions policy, particularly the simultaneous applications policy.
- Implementation of the new procedures for annual review of program statements and graduate degree requirements.
- Finalize new definitions of graduate degree annotations (replacing parenthetical notations) and clean up the listings of degree annotations in the catalog.

Respectfully submitted,

### **GRADUATE COUNCIL**

Gopal Balakrishnan

Scott Brandt

David Brundage

Weixin Cheng

Patricia Gallagher

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Athanasios Kottas (F, W)

Tracy Larrabee (W, S)

Susan Schwartz

Lisa Sloan, *ex officio*

Sue Carter, Chair (F, W)

Sandra Faber, Chair (S)

Beth Remak-Honnef (F), LAUC Representative

Paul Machlis (W, S), LAUC Representative

Misty Blakely, GSA Representative

Travis Orloff, GSA Representative

Marcel Garcia, GSA Representative

October 8, 2009