

## **GRADUATE COUNCIL 2003-2004 Annual Report**

To the Academic Senate, Santa Cruz Division:

The 2003-04 academic year proved, as usual, to be busy for the membership of the Graduate Council. The Council met bi-weekly during the academic terms, with a total of 17 meetings over the course of the academic year. The voting membership of the Council comprised: Martin Abadi, Lawrence Andrews, Donna Haraway (F), Robert Johnson, Doug Kellogg, Norma Klahn (W&S), Jim McCloskey, Tyrus Miller (S), Lisa Rofel, Barbara Rogoff, Bruce Schumm (Chair), Marilyn Westerkamp (F&W), with Vice Chancellor for Research and Graduate Dean Robert Miller sitting *ex officio*. Meetings were also attended by Laurie Babka of the Academic Senate staff, Bob Hastings of the Graduate Division, Graduate Student Association Representative Emily Moberg-Robinson, Postdoctoral Scholars Association representative Clarence Lee, and LAUC representative Beth Remak-Honnef. The Chair served as a representative to the systemwide Coordinating Council on Graduate Affairs (CCGA), the Western Association of Schools and Colleges (WASC) executive committee, and the Senate Executive Committee. Guests to the Graduate Council in 2003-04 included Chancellor M.R.C. Greenwood, Acting Campus Provost and Executive Vice Chancellor Martin Chemers, Vice Chancellor for University Relations Ron Suduiko, Senior Advisor to the Chancellor Michael Cowan, Division of Physical and Biological Sciences Dean David Klinger, University Extension Dean Cathy Sandeen, Committee on the Library Chair Ben Crow, Vice Provost of Academic Affairs George Brown, Director of Graduate Admissions Jim Moore, Director of Strategic Planning Linda Kittle, Center for Teaching Excellence Director Ruth Harris Barnett, Associate Vice Chancellor of Student Affairs Gail Heit, Associate Vice Chancellor for University Housing Jean Marie Scott, Director of Student Health Services Les Elkind, Manager of Business Services Robert Antonio, Manager of Business and Support Services Sue Matthews, Director of Residential and Dining Services Alma Sifuentes, and Lecturer Ann Caudle.

### **1. Graduate Council Organization**

The 11-member Graduate Council designated several subcommittees that met separately throughout the year. The Council continued to have two standing subcommittees: Courses Review, and Program Degree Requirements/Catalog Copy. One member from each of the five academic divisions served on a subcommittee to review the policy for dispensing the Graduate Division block allocation funds. In addition, ad hoc subcommittees were formed for the Cota Robles fellowships, Dissertation-Year Fellowships, TA award processes, and program external reviews. The Chair served as a member of the Senate Executive Committee, the Chancellor's Advisory Board, the University Librarian Search Committee, and the WASC and Graduate Admissions Review Process (GARP) Executive Committees. Council member Tyrus Miller served on a committee charged with the exploration of fundraising for graduate education, and Council members Rogoff and Kellogg served on the APM 390 Implementation Committee. The Council as a whole reviewed new program proposals and all other policy issues.

The Council also depends critically on the Senate staff for its efficient functioning and for providing vital institutional memory; it is greatly indebted to Laurie Babka for her knowledgeable, patient, and good-humored support throughout the year.

### **2. The Coordinating Committee on Graduate Affairs (CCGA)**

The systemwide CCGA is charged with assessing new graduate programs and recommending for or against their approval. It examines each program proposal rigorously, making use of external reviews and referees both within and without the UC system. Additionally, the advice of the CCGA is solicited for all systemwide policies related to graduate and post-doctoral education. During the 2003-04 academic year, the UCSC Bioinformatics proposal received final approval. New UCSC graduate programs in Social Documentation (M.A.) and Music Composition (D.M.A., a new degree title for UCSC) were reviewed and approved by the Committee. The bifurcation of the UCSC graduate program in Biology into separate graduate programs in Ecology and Evolutionary Biology (EEB) and Molecular, Cell, and Developmental (MCD) Biology was reviewed and approved by the Committee. UCSC representative Schumm performed as the lead in CCGA reviews of the Pacific Rim Multicampus Research Program and the UCSD/SDSU/CSUSM Joint Ed.D. proposal. Specific topics of policy discussed at CCGA during the 2003-04 academic year included:

- Principles for assessing graduate education workload
- Criteria for graduate and professional school admissions
- Sexual harassment and conflict of interest in consensual relationships
- Growth of demand for applied doctorates, and guidelines for reviewing proposals for applied doctoral programs.
- Increasing non-state funding for graduate education
- Proposals to adjust policy relating to the Professorial Step System.

Finally, the CCGA held its meeting of April 13, 2004 at the provisional campus of UC Merced. Many of the new UC Merced faculty took this opportunity to get insights into the workings of graduate education within the UC system.

### **3. Reauthorization of Admissions**

In response to endemic issues cited by three consecutive external review committees, the 2002-03 Graduate Council exercised its plenary authority by suspending admissions to the Mathematics Ph.D. program, beginning with the 2003-04 academic year, and extending indefinitely until the Council was satisfied that the program had adequately addressed the cited concerns. After consultation with the Dean of Physical and Biological Sciences (P&BS), Chair Tromba of the Mathematics Department, the Committee on Planning and Budget, and the Academic Senate leadership, on November 6, 2004 the Graduate Council reauthorized the Mathematics program to accept students into its Ph.D. program beginning with the academic year 2004-2005. This reauthorization was predicated on several actions that were either proposed or agreed to by the P&BS Dean: a specific proposal to stabilize the analysis sequence of the graduate curriculum; augmentation of the mathematics faculty, with most aspects of the hiring process under the control of an external committee; continued use of the Associate Dean for Mathematics Personnel to organize and coordinate personnel actions with the department; annual reports from the P&BS Dean to the Graduate Council on mathematics graduate curriculum, enrollments, hiring and personnel actions, and student quality and welfare. These reports will form the basis of annual reviews of the status of the Mathematics graduate program.

### **4. Graduate Program Review**

During the 2003-04 academic year, the results of the following programs' periodic reviews came to the attention of the Graduate Council: Chemistry/Biochemistry, Film and Digital Media, Linguistics, Women's Studies, Education, and the Institute of Marine Studies ORU (which is

affiliated with the Ocean Sciences department). Due to the lack of a graduate program in Film and Digital Media, Graduate Council declined to play a role in that review. For the remaining programs with completed reviews, reports from the Graduate Council were generated under the lead of individual Council members. In addition, the Graduate Council consulted closely with the Vice Provost of Academic Affairs on the development of revised procedures for the review of academic programs. The Graduate Council gave provisional approval for the implementation of these new procedures in its November 6, 2003 meeting, noting, however, that the Council was not approving the procedures themselves. The Council discussed the review procedures over the course of its next few meetings, providing a final set of recommendations to the VPAA in February, 2004. The Graduate Council did not receive an amended version of the review procedures; it remains unknown which if any of these recommendations were incorporated by the VPAA.

### **5. Parenthetical Notations**

The Graduate Council entertained several requests for parenthetical notations to graduate degrees, including notations in Latin American and Latino Studies (for degrees in History of Consciousness, Anthropology, Sociology, Politics, History, Psychology, and Literature), and Women's Studies (for degrees in Politics). As these requests came in, the Council realized that no formal policy exists for evaluating and approving requests for parenthetical notations. Inquiries to our sister UC campuses revealed that UCSC's culture of parenthetical notations is somewhat unique. As a result, the Graduate Council drafted policy guiding future requests for parenthetical degree notations. This policy makes a clear distinction between programs offering to house ('host') the curriculum for the subject matter of the notation, and 'client' programs that wish to make use of that curriculum in developing a secondary (parenthetical) concentration, and sets forth criteria that the Council must be satisfied will be met by the host and client program. This policy was finalized and promulgated by the Council in March, 2004. (Available on Graduate Council homepage at Academic Senate website: <http://senate.ucsc.edu> .)

### **6. Catalog Copy and Degree Requirements**

The Program Degree Requirements and Catalog Copy Subcommittee consisted of Council members McCloskey (Chair), Haraway (F), Klahn (W,S), Westerkamp (F,W) and Miller (S). This subcommittee continued the work of previous years' Councils in tracking and approving changes to graduate program degree requirements since the Council's 1993 comprehensive review of Ph.D. degree requirements. Degree requirements for the graduate programs in Anthropology, International Economics, Applied Economics, Environmental Toxicology, Linguistics, Literature, Marine Sciences, Physics, Science Communication (Science Writing), Sociology and Theater Arts were reviewed and recommended to the full Council for approval. The requirements for all the above listed programs were approved by the unanimous consent (up to absences) of the full Council. However, the following programs have yet to report on their degree requirements: Chemistry/Biochemistry, Environmental Studies, Mathematics, Music, and Psychology. In addition, the question of how faithfully the approved requirements are reflected in the General Catalog, which is the document of record for degree requirements, remains open. Both of these issues will need to be addressed by the 2004-5 Council.

The Council approved a request by the Ocean Sciences department, forwarded to the Graduate Council in a letter on August 29, 2003, to increase the breadth of required course study for the Ocean Sciences Ph.D. and Marine Sciences Masters Degree. The Council also approved a name change for the Masters program from Marine to Ocean Sciences. The Council approved a request by the Bioinformatics program (Masters and Ph.D.), forwarded in a letter of January 22, 2004, to

reduce the number of required courses for UCSC undergraduates who had already completed courses required for graduate degrees. The Council approved a request by the Electrical Engineering department, forwarded in a letter on May 15, 2004, introducing more flexibility into their Masters and Ph.D. course requirements, and reducing their Ph.D. course requirements to bring them in line with comparable programs elsewhere in the nation. Finally, the Council approved the Linguistics Ph.D. program's request to separate the development of the dissertation prospectus from the Qualifying Exam so as not to delay students' advancement to candidacy.

### **7. Block Allocations**

The Block Allocations Subcommittee consisted of Council members Abadi (chair), Rogoff, Kellogg, Andrews, and Westerkamp. The committee conducted a general poll of graduate programs for feedback on the current algorithm for disbursing Block Allocation funds. Only three responses were received, and no coherent picture emerged regarding improvements to the allocation formula. Thus, the Council decided to extend the use of the current algorithm indefinitely.

### **8. Course Review**

The Course Review Subcommittee consisted of Council members Johnson (chair), Andrews, and Rofel. As in previous years, the subcommittee reviewed all new course proposals, as well as any course change requests that were not deemed to be pro-forma according to previously established course review policy.

### **9. Graduate College**

The Council enjoyed a discussion of the prospective Graduate College with Senior Advisor to the Chancellor Michael Cowan, and looks forward to its continued development as part of the Campus' long-range plan. The Council drafted a response to the rather negative assessment of the Graduate College presented in the Report of the Special Committee on the Colleges. This response was presented orally on the floor of the Senate in its meeting of October 24, 2003, and stood in support of the continued discussion and development of the Graduate College concept. Since then, the notion of a Graduate College has figured prominently in the material generated during the WASC accreditation review. It is hoped that Associate Graduate Dean Lisa Sloan will play an important role over the next few years in the development of the Graduate College.

### **10. Graduate and Post-Doctoral Student Welfare**

The Council devoted a substantial portion of its January 29, 2004 meeting to a forum between the Graduate Student Association (GSA; represented by current and past presidents Emily Moberg Robinson and Lee Ritscher) and the division of Student Affairs, represented by Associate Vice Chancellors and Directors from Student Affairs, Housing, Health Services, and Dining Services (see introductory paragraph for an explicit listing of participants). Discussion was framed by a written 'action agenda' presented by the GSA to the Council in January, 2004, and was focused primarily on the issues of health care and housing. This forum was followed by an individual meeting between GSA president Moberg Robinson and Council Chair Schumm. In April, 2004, the Council endorsed and forwarded a letter from GSA to Student Affairs with specific Health Care plan requests. Although not completely successful in addressing all issues raised by the GSA, this dialog did result in concrete changes to both the Housing and Health plans offered to graduate students by Student Affairs that satisfied certain needs of the graduate student community. In addition, the Council continued to be briefed on UCSC's implementation of APM

390, and the issues it has raised. The Council is optimistic that the discussion of graduate and post-doctoral student welfare will continue to move forward under the guidance of the new Associate Dean of Graduate Studies.

### **11. Increasing the Geographic Diversity of the Graduate Student Body**

The Graduate Council began a long-term discussion about the increasingly prohibitive costs for out-of-state and foreign graduate students. The Graduate Council is deeply concerned about the long-term effect that this will have on the quality of graduate-level programs both on campus as well as in the University as a whole. The Council took the opportunities it could to bring this issue to the attention of the campus and systemwide administrations.

### **12. GRE Requirements**

In view of the Universitywide mandate for comprehensive review, the 2003-04 Council rescinded a Graduate Council policy from 2000, and unanimously approved the revised policy presented below.

#### Former 2000 Policy:

*All applicants for Master's and Ph.D. programs are required to provide the results of the Graduate Record Examination General Test; applicants with scores below the 50<sup>th</sup> percentile on the portion(s) of the GRE (quantitative, verbal, or analytical) determined by the program faculty to be most relevant, will not be admitted without and exception to policy from the Dean of Graduate Studies and Research. Departments that require the advanced test may substitute the 50% requirement on the general test with the field test.*

#### Revised Policy:

*All applicants for Master's and Ph.D. programs are required to provide the results of the Graduate Record Examination General Test. The Council encourages departments and programs to take these scores into account in their admission process as they see fit. The Council expects that, regardless of each programs stance on the value of the GRE as an indicator of quality, programs will employ an effective comprehensive review policy that strives to identify and attract a first-rate body of graduate students to the campus.*

### **13. New Graduate Program Proposal Review**

The Council reviewed and provided preliminary feedback to the Education Department on its proposal to offer an Ed.D. degree jointly with San Jose State University and Cal State Monterey Bay. These comments will be taken under consideration over the summer, and the Council expects to review a revised proposal, presumably early in its Fall schedule.

Library representative Remak-Honnef cited a persistent problem with the Library not receiving funds tied to new programs that were explicitly promised in the program proposal approved by the Graduate Council and CCGA. The Library is discussing the proposal of an algorithmic approach to funding program growth, as well as coping with inflation of journal and monograph costs, that it expects to put before the Council, as well as the Committees on the Library and Planning and Budget.

#### **14. Fellowship and Award Review**

At the suggestion of the Graduate Dean, the Council approved the reduction of Superfellow categories from three to two, leaving the Chancellor's and Dean's categories and abolishing the Provost's category, while leaving the total outlay for Superfellowships unchanged. Furthermore, the Council approved the distinction between Dean's and Chancellor's categories to be made by the divisional deans, with the relative allocation between the two categories to be determined by the Dean of Graduate Studies. This new policy completely removes the Council from the process of awarding Superfellowships. However, in the past, the role of the Council was merely to distinguish between Chancellor's and Provost's fellows – a difference of \$2,500 in the amount of the award. The Council agreed with the Graduate Dean that this was not an efficient use of its time.

The Council carried out its annual role of ranking Cota Robles and Dissertation-Year Fellowship applicants, as well as Teaching Assistant Award candidates.

#### **15. Reconfiguration of Science Communication**

Faced by budget reductions, the Dean of Physical and Biological Sciences proposed that P&BS support for the Science Illustration track of the Science Communication certificate program be discontinued beginning with the 2004-2005 academic year, and that the track be reconstituted as a self-supporting certificate program within the UCSC Extension. Council members debated whether this constituted the dissolution of a graduate program, which would require Council approval and UC systemwide cognizance. The proposal also raised the issue of what policy exists regarding academic oversight of Extension programs. In researching this question, the Chair found no policy, campus or systemwide, relating to oversight of Extension programs; a brief discussion prompted by the Chair at a CCGA meeting was similarly unrevealing.

After consultation with Ann Caudle, the de facto head of the Science Illustration program, and Dean Sandeen of UCSC Extension, it was decided that the Council would not protest or impede the transfer of the program to University Extension. The Council, however, retains an interest in the welfare of this highly-regarded certificate program, and should assess the health of the Extension program towards the end of calendar year 2004, including whether the possible loss of on-campus resources has detracted from the program's quality.

#### **16. Electronic Dissertations**

The Chairs of the Graduate Council and the Committee on the Library made visits to each other's meetings to discuss the idea of moving to mandatory electronic submission of dissertations. In a follow-up meeting between the Library and Division of Graduate Studies, which was attended by the GC and COL chairs, it was decided that a pilot program of mandatory electronic submission should be carried out, with roughly five departments selected for the trial period.

#### **17. Commencement Policy**

The Education Department requested that the Graduate Council allow Education Masters students who expect to complete their degrees in the summer following the Spring commencement exercise be allowed to participate in the commencement ceremony. The Council recognized that the Education Masters schedule categorically bars students from participating in the campuswide graduation ceremony. Considering this request as a departmental exception to Council policy rather than an individual exception, and recognizing the individual and institutional value of

recognizing all graduates, the Council granted the exception, under the stipulation that participating students be in good standing at the time of the ceremony. The degree will not be formally conferred until the full requirements for the Masters are satisfied. Insofar as this finding is expected to double the number of graduates participating in the commencement ceremony, the Council further stipulated that Masters' candidates will no longer be hooded at the commencement ceremony.

### **18. Issues Carrying Forward to 2004-5**

- Degree requirements for programs that have yet to comply with the request to report; assuring the accuracy of catalog copy with respect to degree requirements
- Continuing the development of the concept of the Graduate College
- Continue to develop avenues to encourage geographical diversity of graduate students, as the University of California has become increasingly prohibitive for out-of-state and foreign students.
- Overseeing the transition to mandatory submission of electronic dissertations
- Re-thinking the method of allocation of Library funds for program growth
- Graduate Student Welfare, including the perennial issues of housing and health care
- Pressing the case for increasing fundraising for the campus's graduate program
- Probationary oversight of the Mathematics Ph.D. program
- Assessment of the health of the Extension certificate program in Science Illustration
- The development of new centers of UCSC graduate study, including the Silicon Valley Center and the Monterey Institute for International Studies

Respectfully submitted,

#### GRADUATE COUNCIL

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September 30, 2004