

**GRADUATE COUNCIL
AGENDA
Thursday, January 29, 2004
9:00 – 11:00 a.m.
Room 203 Mrak Hall**

AGENDA ITEM	ATTACHMENT
Finals Week of Winter Quarter 2004 calendar grid (Please return.)	5.0
 <u>ACTION ITEMS</u>	
Chemical/Biochemical Engineering – Name change request for undergraduate major (Hastings)	5.1 A
School of Medicine Department of Epidemiology and Preventive Medicine – Name change request (Hastings)	5.1 B
ORU Five-Year Reviews – Streamlining the process (Hastings)	5.2
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Postdoctoral Scholars – Support for career development (van Geelen)	5.3
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 <u>CONSENT ITEMS</u>	
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(To be distributed.)	
English Creative Writing Program – Degree requirement changes (Waterhouse)	5.8
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Chemistry – Revised Qualifying Examination Procedures (Waterhouse)	5.10
Biochemistry and Molecular Biology – Degree requirement changes (Waterhouse)	5.11
 <u>ANNOUNCEMENTS</u>	
Announcements from the Chair (Hastings)	
Announcements from the Dean (Gibeling) Nonresident Tuition and Nonresident Tuition Remission	
Announcements from the Associate Deans (FitzGerald, Ramey)	
Coordinating Committee on Graduate Affairs (Berger)	
Graduate Student Association (Karpel)	
Postdoctoral Scholars Association (van Geelen)	
 <u>SUBCOMMITTEE REPORTS</u>	
Academic Planning and Development (Meeks)	
Administrative (Hastings)	
Courses and Bylaws (Watkins)	
Educational Policy (Waterhouse)	
Program Review (Kavvas)	
Support and Welfare (Scalettar)	

Alan Hastings, Chair

MINUTES
GRADUATE COUNCIL
Thursday, January 29, 2004

PRESENT: *Members:* T. Berger, J. Gibeling, A. Hastings, J. Meeks, R. Scalettar, P. Singh, A. Waterhouse, E. Watkins.
Representatives: J. Karpel, E. Pyatt, C. Thornber, A. van Geelen.
Graduate Studies: T. Dillinger, K. Garcia, M. Ramey, L. Wilce.

ABSENT: *Members:* A. Conley, S. Crum, C. de la Peña, K. Erickson, L. Kavvas, E. Sutter.
Representatives: J. Galli-Banducci, J. Lane, S. Tatsch.

DISCUSSION ITEM

Communication with College Executive Committees

Chair Alan Hastings began the meeting with Prof. Peter Rodman's request for Graduate Council meeting agendas and minutes for college Executive Committees. Chair Hastings reported that the Graduate Council minutes are posted on the Web when they are approved. Currently, the meeting agendas are mailed to the campus deans. He recommended distributing the agendas electronically, without the attachments, to the deans and to the chairs of the college executive committees.

SUBCOMMITTEE REPORTS

Chair Hastings asked the subcommittee chairs to present their reports.

Academic Planning and Development

APD Chair Prof. Jack Meeks reported that his committee had met and drafted a report on minimum viable program size. The report will be presented at the next meeting. Chair Hastings asked Prof. Meeks whether APD had reviewed the proposal for the Division of Biological Sciences to be reconstituted as a college. Prof. Meeks responded that his committee would review the proposal at its next meeting. He added that the proposal was still under review by the College of Letters and Sciences and that the CA&ES viewed the proposal favorably.

Administrative

Chair Hastings reported that the Administrative Committee has not met recently since it has had no new items. He thanked Associate Dean Melvin Ramey for his work resolving student appeals.

Educational Policy

EPC Chair Prof. Andrew Waterhouse reported that his committee has been meeting and has a number of consent items on today's agenda. At its last meeting, Associate Dean Paul Fitzgerald presented the proposal for the Joint Ed.D. program with CSU Sacramento and Sonoma State University and EPC started its discussion of the proposed program. Prof. Waterhouse said that the program was similar to the existing Joint Doctoral Program in Educational Leadership (JDPEL) with CSU Fresno. In addition, EPC discussed Graduate Council's charge to consider the Qualifying Examination (QE) and QE committee. Prof. Waterhouse thought that EPC would complete that item at its next meeting.

Program Review

On behalf of PRC Chair Prof. Levent Kavvas, Chair Hastings reported that the PRC is moving apace and expected to start presenting program review PRC Reports at Council's April meeting.

Support and Welfare

Support and Welfare Chair Prof. Richard Scalettar reported that his committee has had meetings with the 50 faculty recruited to help review the graduate student fellowships. Two-thirds of the faculty came to the first set of three meetings on Jan. 6. The Graduate Studies staff held a fourth meeting for the remaining faculty on Jan. 22. Prof. Scalettar said that the committee is ready to begin reviewing the fellowship applications in early February. One interesting suggestion that he received was to put all the fellowship packets on a CD-ROM. Since there are 40,000 pages, it is not practical to do so now. Chair Hastings said there would be more security if they were posted on the Web. Dean Jeffery Gibeling reported that Graduate Studies is working on an electronic fellowship application.

Chair Hastings reminded Council to return the **Finals Week of Winter Quarter 2004 calendar grids**.

ACTION ITEMS

Chemical/Biochemical Engineering – Name change request for undergraduate major

Chair Hastings thought that the undergraduate major name change to Biochemical Engineering would not have a large effect on graduate education. Prof. Jack Meeks made the motion to respond that Council had no objection to the name change. Prof. Trish Berger seconded the motion and the vote in favor was unanimous. Chair Hastings will write Prof. Bruce Madewell, Chair of the Davis Division of the Academic Senate.

School of Medicine Department of Epidemiology and Preventive Medicine – Name change request

Chair Hastings thought that the department name change to Public Health Sciences would have no negative effect on graduate education and in fact might be easier on the Graduate Group in Epidemiology. Council members expressed confusion regarding epidemiology and the Schools of Veterinary Medicine and Medicine. Dean Gibeling presented some background on epidemiology on campus. The graduate group has been in existence for about 10 years. [It was approved in March 1991.] There are "epidemiology" departments in both Medicine and in Veterinary Medicine and the department names are confusing. The Master of Public Health degree program was approved recently [effective August 1, 2002] and it is housed in this department although it is a joint degree between the two schools. Dean Gibeling pointed out that it is unclear from the documents whether comments from the Dean of Veterinary Medicine were solicited or taken into consideration in the review of this name change request.

Chair Hastings asked Council whether it had any concerns about the veterinary medicine aspect and implications of the name change. Dean Gibeling said that he would like to ensure that the Schools of Medicine and Veterinary Medicine cooperate in areas of graduate education such as epidemiology, biostatistics, and the MPH.

Chair Hastings suggested that Council respond that it thought that the name change would be neutral regarding graduate education but that changes like this one should, of course, be done in consultation with the relevant colleges. Prof. Meeks made the motion as stated above, Prof. Berger seconded the motion, and the vote in favor was unanimous.

Organized Research Unit (ORU) Five-Year Reviews – Streamlining the process

Reference: Graduate Council Guidelines for Review of Proposed and Existing ORUs

Chair Hastings described the current ORU review process, where the Office of Research is in charge of the review and forms an ad hoc committee to conduct the review. The problem is that reviews are not done in a timely fashion. He briefly described the ORUs. There are 5-8 ORUs on campus. Some are unusual, for example the Bodega Bay Marine Laboratory. Then there are Organized Research Projects (ORPs) that may become ORUs. ORUs have tight ties with graduate programs.

Council discussed the role of graduate education in the ORUs. In addition to graduate education, ORUs have service and research components. Council agreed that the Committee on Research is logically the committee responsible for the review of ORUs and that it should consider conducting these reviews using Graduate Council's PRC process as a model. Also, it should have a staff person to coordinate the reviews and to facilitate completing them in a timely manner. Council agreed that Chair Hastings should write Prof. Madewell with Council's recommendation.

Proposed Budgetary Cuts to UC – Impact on graduate education

This item was moved to later in the meeting after the discussion items.

CONSENT ITEMS

Dean Gibeling requested that the Chemistry and Biochemistry & Molecular Biology Qualifying Examination procedures be moved to the action list.

DISCUSSION ITEMS

Postdoctoral Scholars – Support for career development. Letter and Funding Proposal for Professional Development of Postdoctoral Scholars at UC Davis

Dr. Albert van Geelen, Chair of the Postdoctoral Scholars Association (PSA), reported that his Professors for the Future (PFTF) project this year is to increase funding for postdoctoral scholars and that there is a need for career and professional development for them. He said that currently, there are no structures, programs or funds for this purpose on campus. Chair Hastings' opinion was that the personal development of postdocs is crucial and that the role of the mentor is to help the postdocs to obtain their own new grants and to launch them into their own careers. He said that he realized that not all faculty have same view. He added that it was difficult to change the culture of how mentors treat postdocs. Some postdocs come with their own money and assist their mentors for free. He said that faculty should include travel money for postdocs in their grant budgets.

Council discussed whether faculty grants typically include travel for graduate students and postdocs. Council members and representatives described some substantial differences between graduate students and postdocs. Prof. Meeks pointed out that the university receives money from the State for graduate students but not for postdocs. There are no funding sources on campus for postdocs. He thought that postdocs should negotiate with their mentors for travel money. Dr. van Geelen indicated that the approved campus and systemwide policies go beyond the one-on-one relationship between the mentor and the postdoc. However, the postdocs need an additional policy for career and professional development. Prof. Richard Scalettar thought that there should be a safety net for postdocs who do not have travel money. Council members suggested several possible sources for funding, including deans for postdocs with lecturer titles. One member proposed that a small portion of the Academic Senate faculty travel grant program might be used

for postdocs. Chair Hastings suggested that strong guidelines for travel funding should be included in the postdoc mentoring guidelines.

Dr. van Geelen asked Dean Gibeling for his comments on how to develop funding for postdocs in the current budget situation. Dean Gibeling responded that the university has moved from the one-on-one mentor-mentee relationship to having a postdoc policy. It is expected that postdocs soon will have health benefits. The university is taking more responsibility for postdocs, as it has for graduate students. He added that we are on new ground. We have been gradually adding new support for postdocs. For example, Graduate Studies has given some funds to the Postdoctoral Scholars Association, two Graduate Studies staff, Dr. Teresa Dillinger and Ms. Deborah McCook, support postdocs as well as graduate students. He is considering what more Graduate Studies should do. He agreed that the PSA is not asking for a lot of money. However, the campus is short millions of dollars for graduate student support and it is difficult to give more money to postdocs when their mentors are responsible for them. Dean Gibeling said that we are just beginning to think about this.

Chair Hastings said that he was surprised and concerned that mentors are not doing a better job. He includes money for postdoc travel in his grants. He thinks applicants should negotiate for travel and health benefits. Chair Hastings is willing to pay for his postdocs to travel. He does not think postdoc travel should be institutionalized.

Dr. van Geelen said that the focus of the “Funding Proposal for Professional Development of Postdoctoral Scholars at UC Davis” is on travel, but the PSA also would like to have an honorary award for postdocs to recognize their contributions to the campus. Prof. Berger pointed out that honorary awards are endowed. Prof. Meeks suggested that the PSA needed to do fundraising from companies like Genentec.

Chair Hastings brought today’s discussion to a close. He suggested one resolution would be mentoring guidelines that included some of the issues raised here. Council and PSA would need to think about where the financial support would come from before setting something up. Dr. van Geelen will work with Chair Hastings on these revised postdoc mentoring guidelines. He added that he is hoping others will come up with ideas and suggested writing a letter to the chair of the Committee on Research.

Graduate Education Objectives. *Reference: Undergraduate Educational Objectives*

Dean Gibeling presented the list of Undergraduate Educational Objectives. He asked Council whether Graduate Council and Graduate Studies could and should have a set of additional objectives for graduate students. Some of the goals and information that already exist in PRC and Graduate Council documents could be put together to help inform internal and external audiences about graduate education. Prof. Andrew Waterhouse thought this would be a good idea and that there were distinctions that we might want to emphasize – for example, some programs are more vocational and what distinguishes Master’s and Ph.D. programs – to help legislators understand why research is important.

Associate Dean Melvin Ramey asked whether these objectives might come out of a Chancellor’s Fall Conference or a smaller group. Dean Gibeling thought that the earliest that graduate education might be the topic for the annual conference would be in one and a half years. Although the legislature and Regents understand the importance of graduate education, Chair Hastings thought that we still needed to build a larger constituency that understands it. Dean Gibeling said we

would need input from faculty and that a draft might be sent to the graduate program chairs. Prof. Meeks added that it would be important to include a cover letter that described the purpose of the list objectives, the list's audience, and what value the list would have for graduate education. Chair Hastings thought that a preliminary draft would be helpful and that GSA could definitely help develop this list. Chair Hastings will charge EPC with drafting a set of objectives.

CONSENT ITEMS

Four items remained on the consent list and were approved as presented. The minutes will be posted on the Web. Chair Hastings will notify the program chairs in writing of the approval of their revised bylaws and degree requirements.

Minutes from December 8, 2003

Computer Science – Revised bylaws

English Creative Writing Program – Degree requirement changes

DE in Second Language Acquisition – Degree requirement change

Dean Gibeling requested that two consent items be moved to the action list.

ACTION ITEMS (continued)

Chemistry – Revised Qualifying Examination Procedures

Biochemistry and Molecular Biology – Degree requirement changes

Dean Gibeling asked if EPC had considered Council's charge regarding the Qualifying Examination (QE) before reviewing the degree requirement changes. Prof. Waterhouse, Chair of EPC, responded that his committee made the decisions regarding the degree requirements before it discussed the charge. Dean Gibeling pointed out that Chemistry's revised QE procedures should say "dissertation" instead of "thesis" for the Ph.D.

Dean Gibeling pointed out some wording in the BMB degree requirements that needed to be changed. On the second to last page, the wording regarding student committees needs to be corrected: "appointed" changed to "nominated" and "approved by the Graduate Studies Dean" changed to "approved by the Graduate Council Chair and Dean or designee." Council discussed BMB's procedure of offering the QE once a year in a three-week period at the end of winter quarter and asked about students who are not ready to take the QE at that time. Dean Gibeling thought it was a serious educational policy issue to make all students take the exam at the same time. Students will vary in the time required to be prepared to do research. Hence, they will also be ready for the QE at different times. In addition, he was concerned that having all students take the QE at the same time with some members of the committee in common would turn the exam into something more like a preliminary exam rather than a QE. It seemed to him that it was one thing to set a target date for all students to take the QE but quite a different matter to insist that it be during a certain quarter, especially as early as BMB has requested. Council's discussion included the benefits and disadvantages of testing everyone in the same time period. Dean Gibeling pointed out the difficulty of treating international and domestic students equally. There is the problem with fees. If a program pushes students to take the QE too early, this is driven by funding, but it is an academic problem too. If the QE is taken earlier, academic standards are usually lowered. Chair Hastings said that since Council had raised a number of issues, the BMB degree requirements should go back to EPC.

Council approved Chemistry's revised degree requirements, contingent on the wording change from "thesis" to "dissertation" and receipt of an electronic copy of the revised QE procedures and the M.S. and Ph.D. degree requirements. Prof. Waterhouse will notify the graduate program

chair. Chair Hastings will write the approval letter when the correction is made and electronic copies are received.

Proposed Budgetary Cuts to UC – Impact on graduate education

Prof. Berger presented the UCLA and Berkeley responses to the Governor's budget proposal. She reported that she has received email from CCGA's listserve communication among members that suggests that the Regents will not approve the 40% increase in graduate student fees and that the increase would perhaps be closer to 15%.

Chair Hastings asked Council whether it wished to take any action. Council discussed what it could and should do. Dean Gibeling assured Council that the campus administration, the systemwide administration and the Regents understand the importance of graduate education. Council discussed the 10% fee increase for undergraduates, ways of offsetting the proposed 40% increase for graduate students, and the protocol for responding to the Governor's proposed budget. Council agreed with Chair Hastings' suggestion that he write to Prof. Bruce Madewell and that Prof. Berger respond to CCGA with Council thoughts. Chair Hastings said that the responses would come together at the systemwide Academic Council and would be forwarded from there. Dean Gibeling indicated that whatever the fee structure was, it would be set by the Regents upon advice of UCOP.

SUBCOMMITTEE REPORTS (continued)

Courses and Bylaws

C&B Chair Prof. Evan Watkins reported that his committee has been holding off reviewing bylaws while they have been reviewing courses. Now they will shift their focus and move forward on the bylaws.

Communication with College Executive Committees

This item was considered at the beginning of the meeting.

ANNOUNCEMENTS

Graduate Council Chair

Chair Hastings said he had no announcements.

Dean–Graduate Studies

Graduate Studies Dean Jeffery Gibeling made several announcements.

Graduate Student Fee Increases, Nonresident Tuition and Nonresident Tuition Remission.

Dean Gibeling reported that the **graduate student fee increases** result in more money being returned to the campus; for example, there is a 20% increase in block grants for next year. However, only a fraction of fee increases are returned to campus so they will not offset the increased fees. Faculty grants are expected to pay for the increased graduate fees for GSRs. Dean Gibeling reported that the Provost and the Chancellor are still committed to graduate education. They are also committed to strategic investment in graduate education and graduate student financial support. Dean Gibeling hopes that graduate programs will not be too conservative in their admissions this year. He is trying to pull together resources and thinks there should be money to support students. He does not think the graduate student fee increase will be as high as 40%. He said that that it was the time to take a good risk. Applications are way up. Relatively, diversity is up. There are more domestic students, the international pool is down by 10-15 %, and admissions are being processed earlier.

If ratified by the California voters in March, **Proposition 55**, the facilities bond act of 2004, would contribute to continued building on campus. UCD stands to receive \$113 M, the biggest single portion of the bond monies.

Associate Dean positions. Dean Gibeling reported two changes in Graduate Studies. Associate Dean Ramey is retiring and leaving Graduate Studies at the end of this academic year on June 30, 2004. Associate Dean Paul FitzGerald, who has been on a three-year rotation in Graduate Studies, also will be leaving, on July 31, 2004. Dean Gibeling will be starting searches for two new associate deans.

Associate Dean for Graduate Programs

Associate Dean for Graduate Programs Paul FitzGerald was absent.

Associate Dean for Students

Associate Dean for Students Melvin Ramey asked Council to look carefully at Dean Gibeling's call for nominations for the two Associate Dean positions. He talked about the importance of shared governance and the need for faculty to participate in the process. The Associate Deans' positions are significant shared governance activities that require faculty participation.

Coordinating Committee on Graduate Affairs

CCGA Chair Kent Erickson was absent. Vice Chair Prof. Berger, Graduate Council's representative to CCGA, had no further items to present.

Graduate Student Association

GSA Chair Jonathan Karpel announced that GSA has a couple of social events scheduled.

Postdoctoral Scholars Association

PSA Chair Dr. Albert van Geelen and Dr. Carol Thornber had nothing further to report today.

Graduate Student Assistant to the Dean and Chancellor

Ms. Sheri Tatsch was absent.

The meeting was adjourned at 11:00 a.m.

lsw – Graduate Studies