

**GRADUATE COUNCIL
AGENDA
Thursday, October 21, 2004
10:00 a.m. – 12:00 noon
912 Sproul Hall**

AGENDA ITEM	ATTACHMENT
Welcome and Introductions (Berger)	
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Academic Planning and Development (Knoesen)	
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Announcements from the Dean (Gibeling)	
Announcements from the Associate Dean (Caswell-Chen)	
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Graduate Council goals and topics for 2004-2005 (Berger, subcommittee chairs et al.) Potential topics include: Graduate funding, Electronic review for admissions, Electronic submission of theses and dissertations, Policy on enrollment restrictions in graduate courses	
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MINUTES
GRADUATE COUNCIL
Thursday, October 21, 2004

PRESENT: *Members:* T. Berger, J. Cadden, P. Chesson, A. Conley, C. de la Peña, J. Gibeling, A. Knoesen, R. Scalettar, J. Turgeon, S. Upadhyaya, E. Watkins, R. Wu

Representatives: D. Johns, A. Kelleher, E. Pyatt, A. van Geelen, H. Wylie

Graduate Studies attendees: S. Albrecht, I. Blake, E. Caswell-Chen, K. Garcia, S. O'Neill, L. Wilce

GUESTS: Dr. Sharon Sianna Castillo, Dr. Anne-Laure Moyne, and Dr. Kathleen Ward

ABSENT: *Members:* L. Kavvas, A. Waterhouse
Representatives: S. Blank J. Karpel,

Welcome and Introductions

Graduate Council Chair Trish Berger welcomed everyone to Graduate Council. Everyone present introduced himself or herself.

Graduate Council 2003-2004 Membership List, Updated

Chair Berger reported that she has not yet assigned all of the Council members to subcommittees.

Confidentiality of Graduate Council discussions

Chair Berger reminded everyone that the meeting agenda packet and Council's discussions are confidential. When minutes are approved, they are posted on the Web.

Textile Arts and Costume Design – Recommendation to suspend admissions

Chair Berger introduced Dr. Kathleen Ward, who is a member of the Program Review Closure Committee and was involved in the 1999 Textile Arts and Costume Design program review and drafted the PRC Report. Dr. Ward reported that during the review there were issues regarding the small size of the core faculty and ongoing and severe problems with the lack of facilities. The program has been unable to satisfactorily alleviate the problems identified in the PRC Report recommendations. Since that time, some new issues, including faculty retirements/departures, have arisen in the process of the program's move from CA&ES to HArCS. After considering the program's progress report and its current status, the PRCC recommended suspension of admissions rather than initiation of a full review, as previously recommended. Council discussed this recommendation in light of the reports. It appears there may be just one faculty member to teach the graduate program. Council also was concerned about the small cohort size. The program is still in transition due to the move from CA&ES to HArCS, the current lack of faculty to teach the program, the lack of adequate facilities for the faculty and graduate students, and plans to transform the program and develop a Graduate Group in the Arts and Design. Of particular concern to the PRCC and Council were the lack of Academic Senate faculty to teach the program and the very small number of students in the program. The latter precludes a viable cohort size for student-to-student peer group learning. Council agreed with the PRCC that the program needed some time during this transition to resolve the current and ongoing issues. Prof. Reen Wu made the motion to recommend to the Dean of Graduate Studies the suspension of admissions to the graduate program. The motion

was seconded. Eight members voted in favor of the motion and three members abstained from voting. The motion was carried.

SUBCOMMITTEE REPORTS

Chair Berger asked the chairs for reports on their subcommittees.

Academic Planning and Development

APD Chair André Knoesen reported that his committee has been formed.

Administrative

Chair Berger postponed her report until the end of the meeting.

Courses and Bylaws

Chair Evan Watkins had not arrived.

Educational Policy

Chair Shrinivasa Upadhyaya reported that his committee has ten items, seven of which are carry-overs from last year. He met with Ms. Lee Wilce, the Graduate Council Assistant, and Prof. Jack Meeks, last year's Chair of the Academic Planning and Development Committee, which reviewed degree requirement changes during spring quarter 2004. There are three new requests for degree requirement changes and one request from last year that has not yet been reviewed. Prof. Upadhyaya reported that he and Prof. Meeks agreed that they could review the programs' responses to last year's committees' comments and if the responses were satisfactory, they would forward the requests to Graduate Council as consent items. Prof Andrew Waterhouse, last year's Educational Policy Committee Chair, has agreed to assist with one request, which his committee reviewed in fall quarter 2003.

Program Review

Chair Levent Kavvas was absent.

Support and Welfare

Chair Richard Scalettar reported that his committee has been formed.

ANNOUNCEMENTS

Graduate Council Chair

Chair Berger will hold her announcements until the discussion items.

Dean--Graduate Studies

Dean Jeffery Gibeling made several announcements. He reported that Prof. Edward Caswell-Chen has been appointed as the new Associate Dean for Programs effective October 1, 2004. He is the former chair of the Graduate Group in Ecology and a member of the Integrated Pest Management Graduate Group. He has also served as chair of the Department of Nematology. Dean Gibeling added that Associate Dean Paul FitzGerald graciously continued until Prof. Caswell-Chen began.

Dean Gibeling also noted that the new postdoctoral scholar benefit plan is now being implemented. Open enrollment will occur throughout October and into November, with benefits to be effective January 1, 2005. This change affects mainly postdoctoral fellows and those paid directly by sponsoring agencies. Postdocs who are hired as nonstudent postgraduate researchers will remain in the current employee benefit program.

As a result of Council's recent review of the graduate program in Applied Science, the program has asked Dean Gibeling to meet with candidates for chair of the department. The program felt that it would be difficult to attract a chair given the negative implications of the program review report. Dean Gibeling noted that he is explaining the context for the review and stressing to the candidates that the review report provides them with a valuable opportunity to shape the future of the program. Several candidates have agreed with that perspective.

Dean Gibeling reported there is systemwide excitement about NSF's renewal of the Alliance for Graduate Education and the Professoriate (AGEP) funding for the UC system. The program is intended to increase the number of underrepresented graduate students in science, technology, engineering and mathematics fields. The AGEP program at UCD will focus on a summer bridge program to help give graduate students a head start on research during the summer before they enter graduate school. In addition, UCD will implement a program for underrepresented students who wish to teach in research universities and for all students interested in teaching at universities that serve underrepresented students. The final component will be to hire an AGEP coordinator to manage the programs and promote graduate student diversity across the campus.

Dean Gibeling raised another issue, a request to Council for the clarification on S/U grading. When appropriate, S/U is allowed for remedial work or for students to take exploratory courses outside their discipline. He has received requests for approval of petitions for students to take courses S/U in their discipline but not in their research area. One concern is to maintain rigorous academic standards. Council discussed the differences among disciplines, some of which are fairly narrow and others are very broad. Council gave examples of research areas within their disciplines that were quite unrelated. S/U courses are unrestricted once graduate students have advanced to candidacy. Prof. Alan Conley asked if graduate programs themselves could not make the judgment as to whether to approve courses for S/U. Dean Gibeling responded that the graduate program had approved five within discipline courses for S/U and he was reviewing them for his approval as Dean. Dean Gibeling will bring this item back to Graduate Council as a discussion item.

Associate Dean for Programs

Associate Dean Edward Caswell-Chen had no announcements.

Associate Dean for Students

The new Associate Dean for Students has not yet been recruited or appointed.

Coordinating Committee on Graduate Affairs

CCGA Representative Reen Wu reported that CCGA has had its first meeting of the academic year. He brought several issues to Council's attention.

(1) **Graduate student support.** CCGA discussed how to attract top students into UC and would like to examine a 10-year database, including the numbers of international students, to bring graduate student data to the legislators' attention. The legislators are paying attention to undergraduate student education but not to graduate students and their education. Graduate students' impact on California's economy needs to be taken into consideration.

(2) **Doctorate in Educational Leadership: Capital Region Alliance (DEL:CRA) Joint Ed.D. Program with UCD, CSU Sacramento and Sonoma State University.** The CCGA's lead reviewer will come to campus to meet with the proposers. A concern was raised about the program's faculty membership; the program will be asked to address the issue. CCGA generally approved the proposal.

(3) **Reconstitution of the Division of Biological Sciences (DBS) as a college.** CCGA had some concerns about the reconstitution. It was puzzled that there was not more support for the proposal from the College of Letters and Science. The L & S faculty vote was 157 for and 146 against the reconstitution. The L & S faculty may have been concerned that there would be less emphasis on the humanities in the College than there was in the Division of Biological Sciences. CCGA also asked about the impact of the reconstitution on graduate study. A Council member indicated that the reconstitution as a college would have no impact on the graduate programs associated with DBS. Dean Gibeling reported that all of the graduate programs are multi-college graduate groups and would not be affected by the division's reconstitution as a college.

Regarding graduate student support, Prof. Knoesen asked whether CCGA would be looking into out-of-state fees and whether it was asking all the campus Graduate Councils to respond. Prof. Wu indicated that the survey would be campuswide and would examine 10 years of data. Dean Gibeling indicated that Graduate Studies has not yet received a request for data. Chair Berger reported that she spoke with CCGA Chair Quentin Williams recently and CCGA would be requesting numbers from each campus.

Graduate Student Association

GSA Chair Jonathan Karpel was absent. Ms. Heather Wylie did not have any graduate student announcements.

Postdoctoral Scholars Association

PSA Chair Dr. Albert van Geelen reported that the PSA would hold its first meeting soon. There also will be an all campus meeting. The Sigma Xi survey, in which UCD is participating, is underway. The survey has been completed and the raw data have been returned to the PSA. They have been shared with Graduate Studies.

Graduate Student Assistant to the Dean and Chancellor

Ms. Heather Wylie had no announcements.

CONSENT ITEMS

Dean Gibeling requested that the closure of the program review for German be removed from the Consent List.

Minutes from September 22, 2004

The Graduate Council Assistant corrected the date at top of the first page of the minutes and inserted a list of the program reviews to be closed in the last paragraph on page 5. The minutes were approved as amended and will be posted on the Web.

ACTION ITEMS

Closure of Reviews of Programs

The PRCC submitted letters for the closure of five reviews: Animal Science, German, Microbiology, Plant Protection & Pest Management [renamed Integrated Pest Management], and Population Biology. Dean Gibeling had a question about German. He asked about the PRCC letter's statement "The program has begun strategic planning...." Prof. Knoesen, a PRCC member, responded that German is working on a strategic plan and that it has been responsive to the PRC Report recommendations. He added that the typographical error in the date on the last line on page 1 of the letter would be corrected. Dean Gibeling made the motion to approve the closure of the reviews. Profs. André Knoesen and Carolyn de la Peña seconded the motion and

the vote in favor was unanimous. The Chairs of Graduate Council and PRC will jointly notify the graduate programs of the date of their next review.

Nutrition, Closure of Review of Graduate Group – Draft letters

Chair Berger presented the draft letters regarding the lack of response to follow-up issues from two Nutrition Graduate Group Chairs. The Chairs were asked to respond to the remaining two recommendations from the program review of the graduate group so that the review could be closed. Chair Berger explained that because these letters were written more strongly than usual, she was bringing them to Council for review and approval. The second letter will be sent only if there is no response to the first letter by November 5, 2004. Council agreed to send the first letter to the current Chair of the Graduate Group in Nutrition.

Soil Science – Name change request

Chair Berger presented the Graduate Group in Soil Science request to change its name to “Soils and Biogeochemistry.” Prof. Wu made the motion to approve the name change. Profs. Shrinivasa Upadhyaya and Joan Cadden seconded the motion and the vote in favor was unanimous. Chair Berger will write Dean Gibeling, who will transmit the request to the Chancellor via the Vice Provost for Undergraduate Studies.

Dean of Graduate Studies Recruitment Advisory Committee – Request for nominees

Dean Gibeling reported that he will be a candidate for the Dean of Graduate Studies position and he recused himself and stepped out of the meeting so that Chair Berger could discuss the Academic Senate Chair’s request with Council. Chair Berger presented some background to the request for nominees to the Recruitment Advisory Committee. When Dean Gibeling was appointed Dean of Graduate Studies, it was for a limited term and a nationwide search was waived because of timing issues. Dean Gibeling’s term ends in June 2005. The Chancellor’s letter reports that the campus is ready to begin a formal search to make a permanent appointment.

Council members asked about the policy, procedures and reasons for an external nationwide search for the position of Dean of Graduate Studies. It was Council’s understanding that when there is an internal search, terms are limited to three years and when there are external searches, then the person who is hired is reviewed after five years. Several Council members expressed the opinion that they would have favored a performance review rather than a national search.

Council agreed to proceed with the request for nominees to the Dean of Graduate Studies Recruitment Advisory Committee. Council thought that committee members should include graduate students, postdoctoral scholars, and graduate program staff, as well as faculty members. Chair Berger requested that nominations be e-mailed to her or the Graduate Council Assistant by Friday, October 29, 2004.

Dean Gibeling returned to the meeting.

Animal Biology Ph.D. Proposal to Establish a New Graduate Group and Ph.D. Program – Council’s final review

Because Chair Berger is one of the proposers of the new Animal Biology Ph.D. program, and Vice Chair Andrew Waterhouse was not at the meeting, Chair Berger asked Prof. Knoesen to chair the meeting for this item. Council discussed whether to table or review the proposal in the absence of Prof. Waterhouse, who was last year’s Chair of the Educational Policy Committee, which reviewed the proposal. Dean Gibeling pointed out that in June 2004 Graduate Council raised five questions

to which the proposers responded and over the summer Prof. Alan Hastings, last year's Graduate Council Chair, reviewed and forwarded the revised proposal to the Academic Senate Committees. Prof. de la Peña made the motion to table the proposal and Prof. Cadden seconded the motion. The vote in favor of the motion was 3 and the vote opposed was 8. The motion was not carried.

Prof. Cadden went through the five issues that Council raised last June and pointed out that in his letter of August 25, 2004, Chair Hastings reported that he had reviewed the proposers' response and the revised proposal on behalf of Council. Dean Gibeling raised a question about the phrase "dissertation defense." Council discussed the difference between the expectation of an exit seminar and the requirements of a dissertation defense. Because the Animal Biology Ph.D. is a Plan B program, Council agreed that the wording should be revised to eliminate any confusion regarding the Plan under which it operates. Dean Gibeling made a motion to approve the proposal contingent on removing the word "defense" and including a meeting between the student and the committee as a group before the dissertation is signed. Prof. Conley seconded the motion. Prof. Judith Turgeon suggested wording to indicate the student would meet with the committee as a whole, not individually. The vote in favor of the motion was unanimous. Prof. Knoesen will write the proposers requesting that in the proposal and the operating procedures they substitute the words "discuss" and "discussion" for "defend" and "defense" in reference to the Ph.D. dissertation and that they clarify the meeting of the dissertation committee and student. He agreed to review the changes on behalf of Council and if they comply with Council's request, he would forward the proposal to Dean Gibeling. The Dean would then transmit the proposal to the Vice Provost for Undergraduate Studies for review and approval by the Council of Deans and Vice Chancellors and by the Chancellor.

During the discussion of this item, Council raised two other issues. Prof. Knoesen suggested the possibility of proposing wording for a third Ph.D. Plan (Plan C), which would differ from the current Plans A and B. Prof. Shrinivasa Upadhyaya raised the issue of program requirements for students after they have advanced to candidacy. These topics may be discussed at another meeting.

DISCUSSION ITEMS

Postdoctoral Teaching Program

Dr. van Geelen, the PSA Chair, reported that the Postdoctoral Scholars Association has surveys and other indications of postdoctoral scholar (postdoc) interest in receiving more teaching experience. Up to now, there has been no structured way for postdocs to obtain teaching experience. The only current program in place is the PROF program, a K12 type NIH training grant for postdoctoral career development; Prof. Jerry Hedrick is the Principal Investigator. This training program combines research and teaching for postdocs. Currently there are only 10 positions in the program and they are only for US citizens or permanent residents. Dr. van Geelen pointed out that more than half of UCD's postdocs are foreign nationals.

Dr. van Geelen introduced his two guests, postdoctoral scholars Dr. Sharon Sianna Castillo and Dr. Anne-Laure Moyne, who presented the proposed Postdoctoral Teaching Program. Dr. Castillo reported that postdocs are an untapped source for teaching. The proposed Postdoctoral Teaching Program suggests that postdocs approach professors, ask them if they are willing to have postdocs teach some of their classes and to give the postdocs feedback on their teaching. The plan was for postdocs to give one to two lectures a quarter. Council members asked several questions about the teaching by the postdocs. Dr. Castillo responded that the teaching would be for the experience, not a stipend, and would not take the place of teaching by lecturers or graduate students. Council wondered how the program would be implemented. Dr. Castillo said they were unaware of the need for formal approval for the plan. The teaching program would be

a link on the Postdoctoral Scholars' Web page. Dr. Moyne reported that interest in the program already exists. Dr. Castillo added that the PSA would be the go-between. Prof. Scalettar supported the program's two purposes of giving postdocs more teaching experience and giving them a mentored teaching experience, with faculty input on their teaching and faculty writing teaching recommendations for them. Dr. Moyne said that the postdocs would visit the class first so they would be familiar with it and the faculty member's teaching method. Prof. Peter Chesson thought that the program was a good idea of a way to give postdocs the opportunity to get teaching experience. He thought it was important for postdocs to get mentored experience first, before they were left on their own in the classroom. He added that when they are your own postdocs, they know what to expect because you train them. Dr. Castillo added that the postdocs first would need to establish good rapport with the faculty. Council also suggested that there should be some guidelines to prevent faculty from using postdocs excessively as teachers. Prof. Sharman O'Neill suggested that the postdocs integrate research into their teaching. Dr. van Geelen thanked Council for its helpful input and said that he might bring the topic back to Council at a later date.

Graduate Council Chair's Announcement

Chair Berger reported that faculty members are being hired with trailing graduate students, who want to be admitted to UCD as already advanced to candidacy and with no graded courses and therefore no GPA (grade point average). This issue currently is resolved by the Administrative Committee but a policy could be developed by the Academic Planning and Development Committee.

Graduate Council goals and topics for 2004-2005

Due to lack of time, this item will be carried over to the next meeting.

- Graduate funding
- Electronic review of admissions
- Electronic submission of theses and dissertations
- Policy on enrollment restrictions in graduate courses.

INFORMATIONAL ITEM

List of Acronyms

The meeting was adjourned at 12:08 p.m.

lsw – Graduate Studies