

**MINUTES**  
**GRADUATE COUNCIL**  
**December 11, 2006**

**PRESENT:** *Members:* N. Baumgarth, J. Gibeling, J. Gunion, T. Kuhl, J. Mechling, H. Mueller, S. Upadhyaya, R. Wu, M. Martha, J. Schank  
*Representatives:* T. Aguilar, J. Breslin, M. Golub, C. Hom, S. O'Neill, B. Pande, K. Thompson, C. Simmons  
*Graduate Studies attendees:* H. Cuevas, K. Garcia, C. Jurado

**ABSENT:** *Members:* A. Britt, M. Farrens, L. Hunter, W. Leal  
*Representatives:* E. Caswell-Chen

**GUEST:** Michelle Stewart

**ANNOUNCEMENTS:**

**Announcements from the Chair (Upadhyaya)**

Chair Upadhyaya introduced a visitor, Michelle Stewart, and a new member to Graduate Council, Chris Simmons. Mr. Simmons will be the fourth Graduate Council student.

Chair Upadhyaya informed Graduate Council that he wrote a letter to Linda Bisson, Chair of the Davis Division of the Academic Senate, regarding the academic/nonacademic and formal/informal certificates offered through University Extension. She informed him that the Courses Committee is also concerned about this issue.

Chair Upadhyaya announced that the changes to Academic Senate Regulation 520.A, B, and C have been submitted to CERJ. He encouraged Graduate Council members to attend the February 5 meeting of the Representative Assembly.

Council members were not provided with paper copies of information items available on the MySenate website. One member asked if Council is planning to go electronic for all agenda items and mentioned that it's an inconvenience for members to have to make copies of the materials themselves. Council will continue to review this process to see if it's more efficient; if members are going to be required to make copies it may not be feasible to go electronic.

Chair Upadhyaya told the Graduate Council that the item, Systemwide Review of Institutional Review Board(IRB), was removed from the agenda since it doesn't pertain to Graduate Council business and the agenda is already full.

### **Announcements from the Dean (Gibeling)**

Dean Gibeling reported on the Council of Graduate Schools Annual Meeting in Washington D.C. Agenda items included the NRC assessment, and the future of graduate education in the Humanities. Dean Gibeling told Council that NRC intends to publish the data so that programs can be compared by individuals in higher education as well as by prospective students. One positive outcome is that institutions across the country are learning how they need to collect data to ensure that all can develop a common understanding of graduate education. He also talked about the future of the graduate education in the Humanities, which are often left out of the discussion. However, the Humanities and Social Sciences should maintain a prominent factor in graduate education.

Dean Gibeling reported on international graduate students issues. It should now be easier for students to obtain visas and come to the U.S. Students' from other countries need to know that they are welcome to the U.S. It's important to remember that graduate education leads to important ideas that benefit the U.S., and not everything is going to other countries although there is much talk about outsourcing.

Dean Gibeling reported on a study conducted by UC Berkeley that pertained to graduate students who are parents. This survey will be going out to all graduate students on the other UC campuses in early 2007. One Council member asked if UC Davis has a maternity leave plan in place for graduate students. The Dean responded and said that although we don't have a maternity policy, we do have the Planned Educational Leave Program (PELP). Berkeley is moving towards a policy on maternity leave and they plan to look into the impact of the cost. The Dean told the Council that a maternity leave policy must be accompanied by a cultural change among faculty to accept this change. A faculty member may be unwilling to allow a student to go on leave if they're working on a research project that has a deadline. Hector Cuevas informed Council that Stanford University just instituted a maternity leave policy and Council may want to take a look at their policy.

Dean Gibeling announced that graduate applications are being received for Fall, 2007. The Office of Graduate Studies is working towards developing a new online application and electronic review system. Currently, the programs all have different application deadline dates. He feels that Jan. 1 is the earliest that programs should set deadlines for submitting applications and that the new online application and review system should make it easier for programs to process applications with that date as the deadline.

### **Graduate Student Assistant to the Dean and Chancellor (Thompson)**

Ms. Thompson deferred until later.

### **Graduate Student Association (Aguilar)**

Mr. Aguilar deferred but added that maternity leave is a concern for graduate students.

### **Postdoctoral Scholars Association (Breslin/Pande)**

No announcements.

## **SUBCOMMITTEE REPORTS**

### **Academic Planning and Development (Baumgarth)**

Vice Chair Baumgarth reported that APD is revisiting the work that they did last year in which they explored the challenges facing graduate programs. APD is meeting a couple of hours per month. They are also reviewing the new score scales for the Test of English as a Foreign Language (TOEFL) that international students are required to take.

### **Administrative (Upadhyaya)**

Chair Upadhyaya reported that the Administrative committee plans to meet to discuss the S/U policy and the QE policy.

### **Coordinating Committee on Graduate Affairs (Upadhyaya)**

Chair Upadhyaya reported that CCGA is discussing diversity issues and would like the campus to collect data in regards to retention issues, particularly for underrepresented minorities. The Chair asked Mr. Aguilar if he could obtain feedback from students to find out what some of the issues are on campus. CCGA is collecting data systemwide pertaining to the impact of Proposition 209 and they want to know what has happened since the passage of proposition 10 years ago. Hector Cuevas told Council that he will be meeting with student groups to discuss retention on campus and will follow up with Council to see what type of data CCGA needs.

### **Bylaws (Leal)**

Professor Leal was absent.

### **Courses (Kuhl)**

Professor Kuhl reported that the Courses Committee stills needs a graduate student representative. Mr. Aguilar asked her to forward a request to James Hodgson. Other Council members said that they have sent requests forward but haven't received a response.

### **Educational Policy (Schank)**

Professor Schank represented Professor Hunter who was absent and said that EPC is currently reviewing requests.

### **Program Review (Mechling)**

Professor Mechling reported that they are preparing program review closure letters and are initiating program reviews. They have almost all of the committee members assigned to reviews. The Dean noted that the Undergraduate Council has developed new procedures for reviewing undergraduate programs and wanted to know if PRC was aware

of the process. Professor Mechling indicated that PRC was aware. He also noted that several years ago an attempt was made to coordinate graduate and undergraduate reviews, but it wasn't successful. The Dean said that program reviews involve a lot of work and programs feel that they have too much work to do. It is not clear whether having undergraduate and graduate program reviews in the same year leads to more work or whether it avoids duplication of effort. Professor Mechling said that he will look into this issue, but thought that doing a graduate and undergraduate review at the same time would be too much of work for the programs.

### **Support and Welfare (Britt)**

Professor Britt was absent.

## **CONSENT ITEMS**

### **Minutes from the November 13, 2006 meeting – Draft**

The minutes were approved as presented and will be posted on the Web.

Dean Gibeling asked to remove the following items from the consent calendar: 3.3, 3.4 and 3.6.

This summarizes Council's discussion:

### **3.3 Concurrent DE in Critical Theory, and Feminist Theory and Research**

Council was concerned that there should be two members on the Qualifying Examination committee, one representing each Designated Emphasis. The program review procedure remains unclear; will this be reviewed separately from the two participating DEs? A Council member asked whether this is a request for two DEs plus the concurrent DE? The Dean said students would only take a part of each DE and it appears not to be their intent to create a third DE. Another concern was that we would end up with too many sub-categories and whether the proposed concurrent DE should be treated like a new DE. Council wondered if approving this request would set precedence for all of the other programs. It was suggested that Council might have to make a decision that it will not accept a concurrent DE, and that it will not review such request. If the Council agrees with the concept then it has to come up with a policy. Kara Thompson told Council that Critical Theory is a field that has traditionally excluded women writers, theorists, philosophers. Although this is changing, there is a deep institutional history in which women's contributions have not been recognized, which means their work does not appear on syllabi, reading lists, etc. If a graduate student has a feminist and critical theory DE, it lets other institutions know that her/his knowledge of critical theory is not limited to (typically white German & French) male theorists. Kara also said that she thinks there is a particular institutional reason for feminist theory and critical theory to be paired for these reasons, specified, and it would not necessarily be the case for other Designated Emphases. Council decided to defer this item for further discussion when Professor Hunter, Chair of EPC is present.

### **3.4 Program Review Closure Letters - Closure of the Review letter for the Graduate Program in French**

Dean Gibeling noted that the Graduate Program in French is a department, not a graduate group and the closure letter should reflect that. Vice Chair Baumgarth moved to accept this consent item with the changes and Professor Macri seconded it.

### **3.6 Bylaws – Entomology, and Viticulture and Enology**

Entomology – With regard to Criteria for Membership in the Graduate Program, Dean Gibeling said Specialists only qualify if they are also appointed as Lecturer Without Salary. On page one the criteria should state that if a potential member is a Specialist, they have to also be a Lecturer Without Salary. Motion to accept with changes by Professor Macri was seconded by Vice Chair Baumgarth. A vote was taken and all were in favor.

Viticulture and Enology – The Vice Chair of instruction should be a member on the Executive Committee in order for him or her to perform the duties of the Chair when needed. This item was approved contingent on clarifying this issue and correcting couple of editorial items.

The rest of the items remained on the consent list and therefore were approved as presented.

### **ACTION ITEMS**

#### **APD Report on Graduate Program Chair Survey**

Vice Chair Baumgarth said that the Graduate Program Chair survey, conducted in May of 2006, was answered in two different ways. About half answered the survey as intended by ranking the top 5 among all challenges. The other half ranked challenges from 1-5 within the 3 subcategories. In this survey student funding issues were mentioned as top challenges. The second major issue for programs is the availability of faculty time for graduate education. The faculty is too busy with other things. The most frustrating comments received in the survey were that UC Davis does not value graduate education. With regard to facility issues a big problem is the lack of graduate student office space. Vice Chair Baumgarth told Council she does not think that Graduate Council could address the facilities problem. One survey respondent said that they were very dissatisfied with the buy-down policy from the Provost, although this was not a question on the survey. The question of buy-down for students on GSR positions and the relative lack of support for the humanities programs is something that needs to be monitored. Baumgarth recommended for Council to send the report to all graduate programs. The chair, Upadhyaya said that he would like to forward the survey to CCGA if Council agrees. The Chair suggested to accept Vice Chair Baumgarth's recommendations and to send the finalized report to all graduate program chairs and CCGA. Vice Chair Baumgarth told the Council that she would prepare a letter to be signed by her and the

Council Chair before she sent the report to the Program Chairs. The Council agreed unanimously.

Council discussed funding and the Dean said that Block Grant funds can be used to pay NRT for TA's. It cannot be used to pay NRT for GSRs. Chair Upadhyaya said instead of 25% buyback on all extramurally funded students, it may be worth investigating elimination of NRT during the second year. UCD may be investing more money in the buyback plan compared to the cost of eliminating NRT during the second year. Dean Gibeling said we could give all international students a second year NRT fellowship. Non-resident tuition would be owed in the first year by both international students and domestic non-residents. The campus could afford to do this in place of the buy-down program. Vice Chair Baumgarth said the current problem is a lot of the graduate groups will not admit international students because they believe they can't use the money from their Block Grant. The Chair said that there is a concern that students are rushed to complete coursework in just one year so that they can take qualifying examination and advance to candidacy by second year. This would allow the programs to avoid NRT because of the Regent's decision to eliminate NRT to the students who are advanced to candidacy for three years. Mr. Aguilar asked if our goal is to increase the number of international students how many do we need to increase? The Dean responded and said that we currently enroll 200 new international students per year and that this could comfortably be increased to 300 per year. The Chair said he will continue to bring up the NRT issue with the Provost and requested the Dean to do the same.

Another issue of concern to graduate programs is core courses and how will they be taught? This discussion was tabled for the January meeting.

### **Role of Graduate Students in University Instruction**

Professor Macri reported that the ad hoc committee met on December 4<sup>th</sup>, to discuss the policy and in general they felt the document was restrictive. They found it rather alarming when they looked at all of the implications of the policy. In particular, two issues were of serious concern – (i) the denial of “instructor of record” title to Graduate Teaching Fellows (GTF), and (ii) Faculty overload issue that stems from limiting Graduate Teaching Fellows (GTF) to only 10% of the courses. They mentioned that most programs already have mechanisms in place to make sure that appropriate faculty oversight exists for GTFs and if there is none, it should be instituted. However, GTFs who teach the class should retain “instructor of record” title since it is particularly important for students in humanities to have this title for their future career. Ms. Thompson, who was on the ad hoc committee, said as far as she knows the Executive Committees of the colleges did not pass the proposal down to the graduate programs to review and send their comments. So the graduate students sent it out to the program chairs. They invited them to send responses back and volunteered to summarize them as well as send them up to the Davis Division of the Academic Senate. All responses received from the program chairs were in support of graduate student instructors. The issues that came up are that graduate instructors impact undergrad teaching. Graduate students make up a large portion of the instructors especially in the summer. The

department chairs from HARCS and Social Science recognize that this is an important part of teaching. Finally, one of the recommendations from the ad hoc committee was to have a proposal saying departments should be overseeing the instructors. This does not state that faculty should oversee student instructors. Departments should have something in place. Chair Upadhyaya stated that there is a faculty overload issue and CCGA and UCEP were looking at the policy because there were some serious issues with regard to graduate students teaching at some UC campuses although, UC Davis was not one of them. Vice Chair Baumgarth said she sees a need for graduate students to teach, but it should not be a way out for the university not to hire faculty. The students should not be replacing the faculty. Ms. Stuart said that her group is concerned about students teaching and knows that the faculty should be teaching courses. Per Professor Macri, it would be wonderful if we could only have 10% of the classes taught by our students. Dean Gibeling said that this policy would enable graduate students to teach graduate courses and he hopes Council will submit a recommendation. Vice Chair Baumgarth, felt that generally graduate students should not teach graduate students. However, under unusual circumstances, if it becomes necessary for a GTF to teach a graduate course, a faculty member should be the “instructor of record.” Since Council has to respond by January 5, 2007, the ad hoc committee Chair, Macri will continue to work on the document with the assistance of Ms. Thompson and Chair Upadhyaya and incorporate all the comments that were raised in the council. The Chair Upadhyaya will circulate the final document to the Council members before he submits it to the Davis Division of the Academic Senate by January 5, 2007.

### **ECE BS/MS Integrated Degree Program**

EPC reviewed the proposal and found that it was not in the proper format. Dean Gibeling said it didn't appear that they were double counting the courses. It will go back to the program for format change and then come back to Council.

### **Proposal for an Increase in the Minimum Postdoctoral Scholar Salary**

This proposal is to increase the minimum postdoctoral salary to the NIH NRSA scale, which is close to \$37,000.00. UC's minimum is now close to the bottom of the salary scale in comparison to other institutions across the country. This proposal would be implemented over 3 years. Dean Gibeling said that this is an OP proposal and Council is involved because we review graduate policies. The Graduate Deans have endorsed it at the most recent meeting. Graduate Council enthusiastically supported this proposal.

### **Master's Thesis definition**

This item was tabled until the January meeting.

Adjourned

Minutes by: C. Lacey

