

UC DAVIS GRADUATE COUNCIL

Meeting Minutes

Wednesday, April 9, 2008

3:00 – 5:00 p.m.

Room 203 Mrak Hall

ATTENDEES: Thomas Aguilar, Toby Beauchamp, Anne Britt, Peggy Farnham, Matthew Farrens, Jeffery Gibeling, Rachael Goodhue, Jack Gunion, James Hodgson, Lynette Hunter, Andre Knoesen, Walter Leal, Martha Macri, Hans-Georg Mueller, Jeffrey Schank, Lenora Timm

NOT IN ATTENDANCE: Steven Albrecht, Laura Bartley, Nicole Baumgarth, Abhinav Bhushan, Ed Caswell-Chen, Hector Cuevas, Mari Golub, Annik Hirshen, Cathy Jurado, Tonya Kuhl, Rita Mehta, Yuhang Shi

GUESTS: Kathleen Ward, JoAnn Cannon

The Graduate Council meeting began at 3:05.

SPECIAL DISCUSSION / ACTION ITEMS

A. Program Review – “Classics and the Classical Tradition” Designated Emphasis

The review of the designated emphasis in “Classics and Classical Tradition” was presented by the Program Review Committee (PRC) Liaison for the review, Dr. Kathleen Ward. Dr. Ward gave an overview of the DE’s strengths and weaknesses. The DE is working well, for such a small group of students and faculty (four of each). The students appear to be extremely happy, and the faculty are “enthralled”. The Classics department has a robust undergraduate following, which has resulted in the hiring of additional faculty. The graduate program is in good shape and is well organized. Core courses are successfully taught two out of every three years. The weaknesses of the DE are that it is extremely small, and the faculty could improve the “marketing” of the program in order to attract undergraduates into the program. Many post-baccalaureates actually take the DE’s core courses, and work with the faculty, especially on language skills.

Questions were raised by Council members about: (a) the impact of the post-baccalaureates on faculty time (it does not appear to be interfering with the teaching of the graduate students), (b) the administrative home of the DE (the program appears to work well as a separate program with help from staff in such programs as Spanish), and (c) whether such a small program adds “value” in proportion to its “cost” to the campus (there is a strong demand for the DE, and it provides a valuable breadth component for graduate students).

The Council asked for several revisions to the PRC Report. First, the Council wants to be sure that the new Classics faculty are being hired to support the undergraduate program, not the designated emphasis. Suggested wording is, “If it is appropriate to be expanding the Classics faculty for undergraduate needs, the Council believes that the expansion would also be beneficial for the designated emphasis”. Second, since designated emphases have a seven-year sunset clause that must be renewed when the DE is reviewed, the PRC Report should indicate, “The Graduate Council recommends approval of the designated emphasis in Classics and Classical Tradition for another seven years”.

The Council unanimously approved the PRC Report contingent on these changes.

B. **Program Review – Spanish Graduate Program.**

The review of the graduate program in Spanish was presented by Professor JoAnn Cannon, the Program Review Committee Liaison for the review. Professor Cannon summarized the strengths and weaknesses of the Spanish graduate program, and responded to a number of questions by the members of the Graduate Council. As strengths, Professor Cannon told the Council that the program is healthy in most respects and that it has acquired more faculty – as well as an endowed chair – since the last review of the program in 2000-2001.

Weaknesses include a lack of more non-resident tuition fellowships (PRC Report recommendation #1), a lack of multi-year funding support for graduate students (recommendation #2), and a need for additional faculty members to teach Spanish linguistics (recommendation #4). The PRC Report also encourages the graduate program to think about practicing more selectivity in admitting students to the program. It appears that a number of UC Davis undergraduates are admitted each year. This may or may not be good for both the program and the students (recommendation #3).

The Council also discussed and concurred with recommendations #5 - #11 in the PRC Report, which deal with such issues as degree requirements, department name, teaching opportunities for graduate students, space available for graduate students, and the need for a methods course. The Council agreed to emphasize two of the recommendations, #3 dealing with student selectivity and #5 dealing with degree requirements, in its letter to the Chair of the Spanish graduate program.

The Council unanimously approved the PRC Report and instructed Chair Gunion to emphasize recommendations #3 and #5 in his cover letter back to the program.

ANNOUNCEMENTS

- A. **Graduate Council Chair** – Chair Jack Gunion announced that the June 11, 2008, meeting of the Graduate Council will be held from 1:00 p.m. until whenever business is finished. Chair Gunion's announcements for today's meeting can be found in Attachment 7.2. A couple of the items will be brought up for discussion later in the meeting.

Chair Gunion provided an update on one of the items in Attachment 7.2 – "Remote Education", more specifically the issue of "Online Education". Chair Gunion reported that the Registrar's Office shows only two graduate courses as being offered in the online format. The Chair of the Course Committee, Rachael Goodhue, said that she would be working with the sponsor of those two courses (Professor Peter Yellowlees in Health Informatics) to gain an understanding of how they work.

- B. **Graduate Studies Dean** – The Dean of Graduate Studies, Jeffery Gibeling, told the Council that the Provost approved an increase in graduate student support, though not as much as had been requested. The approved funding level means that the Office of Graduate Studies will not be able to offer 4th-year matching support for non-resident tuition fellowships.
- C. **Graduate Studies Associate Dean(s)**. Lenora Timm, Associate Dean for Students, said that a mission and charge have been developed for the new Graduate Council-Graduate Studies joint committee on graduate student retention. The committee plans to deliberate through Winter quarter of next year.

- D. **CCGA – Coordinating Committee on Graduate Affairs.** CCGA Representative, Matthew Farrens, reported that Steven Beckwith, the new systemwide Vice President of Research & Graduate Studies, wants hard data before approaching the UC Regents and the California legislature with a request for more non-resident tuition funding. VP Beckwith needs to be able to answer such questions as “How do we compare to our sister institutions” and “To what degree is UC at a competitive disadvantage because we are not providing non-resident tuition fellowships?” The Council briefly discussed the new NRT funding model (campuses will have to bring in NRT revenue to meet levels of expectation identified by UCOP).

CCGA Rep Farrens added that VP Beckwith wants the legislature to hear regular, positive news about how graduate education is contributing to the California economy. Chair Gunion told Council members that VP Beckwith indicated in their discussion on campus that UC needs to change the mindset of the legislature from a focus on investing in undergraduate education to a focus on the importance of investing in graduate education.

On another issue, CCGA Rep Farrens told the Council that a systemwide committee is being put together to investigate the issue of offering online courses. The committee will be researching literature and looking for good examples about online coursework can be offered in a controlled, high quality way. Chair Gunion reported that only two graduate courses are currently being offered online, both in Health Informatics. Professor Peter Yellowlees will, hopefully, give a demonstration to the Council in the fall.

- E. **GSADC – Graduate Student Assistant to the Dean & Chancellor.** Toby Beauchamp, GSADC, said that the second part of the mentoring program will be offered April 23, 2008, from 6:00-8:00 p.m. This part will focus on the Humanities and Social Sciences. The Winter quarter session focused on Science and Engineering graduate students. GSADC Beauchamp also asked for Council input on next Fall Quarter’s “Welcome Week”.
- F. **GSA – Graduate Student Association.** Chair of GSA, James Hodgson, reported that GSA met with law students. He also told the Council that the Student Health Insurance Program (SHIP) agreement has been approved for next year. Premiums will increase 26% due to a poor claims record in 2006-07 (when premiums decreased due to a good record). The SHIP deductible will be increased to offset some of the premium increase. Additional benefits of vision and dental care have been added to the program.
- G. **PSA – Postdoctoral Scholars Association.** PSA Representative, Laura Bartley, said that an outline for a PSA handbook has been discussed with the Dean. She told the Council that there is a definite need for both a handbook and for PSA orientation sessions. SISS (Services for International Students and Scholars) hopes to offer an orientation at least quarterly. PSA Rep Bartley offered “thanks” to the Office of Graduate Studies for its support on the “Excellence in Research” program. Graduate Council member Anne Britt commended PSA on doing a great job.

SUBCOMMITTEE REPORTS

- A. **Academic Planning & Development Committee (APD).** APD Chair Hans-Georg Mueller noted that the “APD Report on Graduate Education at UC Davis” is a discussion item on the agenda, and that he hoped to get feedback on the report from the Graduate Council.

- B. **Administrative Committee.** The Administrative Committee has taken action on a few items. It will be looking at a request from the Biophysics graduate program for a “blanket exception” to having outside members on its qualifying examination committees.
- C. **Bylaws Committee.** Bylaws Chair Walter Leal said that the committee is working on the backlog of requests and is waiting for responses from some graduate programs.
- D. **Courses Committee.** The Chair of the Courses Committee, Rachael Goodhue, told the Council that the committee has finished another set of course reviews, and has cleared up most of the backlog of requests. Chair Goodhue posed a question about the limitation on the number of units that can be transferred for credit into a graduate program. Dean Gibeling said that the policy has been in the Graduate Adviser’s Handbook for many years, and that the Administrative Committee has repeatedly said “no” to specific requests for the transfer of even 13 units into a program.
- E. **Educational Policy Committee (EPC).** EPC Chair Peggy Farnham said that her committee is actively working on seven items (e.g. requests for changes to degree requirements, new programs). The committee is waiting to hear back from several programs.
- F. **Program Review Committee (PRC).** PRC Chair Andre Knoesen noted that he has a discussion item on the agenda that will be addressed later in the meeting.
- G. **Support & Welfare Committee (S&W).** No report.

CONSENT ITEMS

- A. Two items were moved from the “Consent Items” category to the “Discussion/Action Items” category: the Biomedical Engineering graduate program review closure and the International Commercial Law graduate review program closure.
- B. **Amend PPM 230-05 – “Individual Conflicts of Interest Involving Research”.** Chair Gunion’s draft of a letter to the Academic Senate regarding this issue is appended to agenda Attachment 7.0. Since this is a “consent” item, and since Chair Gunion has received no comments to the contrary, he will forward the letter to the Executive Director of the Academic Senate, Gina Anderson.
- C. **Program Review Closure – Cultural Studies Graduate Program.** The program review was closed by consent.
- D. **Program Review Closure – Education M.A. / Credential Programs.** The program review was closed by consent.
- E. **Program Review Closure – Biomedical Engineering Graduate Program.** Dean Gibeling suggested that the wording in the second paragraph on page two of the Program Review Closure Committee (PRCC) letter be changed from “...a range of dollar amount at each step” to “...a range of steps”. PRCC Chair Knoesen will provide a corrected copy.
- F. **Program Review Closure – International Commercial Law Graduate Program.** This item was moved to the “Discussion/Action Items” portion of the agenda. Dean Gibeling has a few comments about the letter that he will provide to the Chair of the Program Review Closure Committee (PRCC), Andre Knoesen. One of the comments deals with the second to the last paragraph in the letter that reads, “...submit a progress report...that explains how the change from the M.A. to the Master of Laws (L.L.M.) has assisted...”. The Dean noted that the M.A.

in Law and the Master of Laws (LL.M.) are two different degrees that focus on different populations of students. Chair Gunion said he would include a paragraph in his cover letter to the program that requests feedback from the program, even though the review is being closed.

DISCUSSION / ACTION ITEMS

- A. **Graduate Student Diversity at the University of California.** Dean Gibeling gave a formal presentation to Graduate Council members on graduate student diversity. This is the same presentation that was given by UC Santa Cruz Chancellor George Blumenthal to COGD two months ago and to the UC Regents at their last meeting. (Dean Gibeling's presentation to the Council was a shortened version.)

The presentation, and its associated reports, are the result of a Regents Task Force which conducted a ten-year retrospective on the impact of Proposition 209. The task force included four workgroups, investigating the areas of (1) undergraduate students, (2) graduate and professional students, along with postdoctoral scholars, (3) faculty, and (4) the overall climate of diversity on the UC campuses.

Key points and findings of Dean Gibeling's presentation were:

- Diversity at UC is important because it is a component of overall excellence. It contributes to both the academic mission of the university and the public mission of serving the population of the state.
- Though Proposition 209 dictates that we cannot discuss diversity in university admissions and employment, we can still eliminate barriers for under-represented minorities.
- Under-represented minorities, as a percent of the population, decrease at each stage of the academic community – bachelor's students (18%) , graduate/professional students (14%), Ph.D. degrees awarded (11%), new faculty (10%), overall faculty (8%).
- Over the past decade, the proportions of under-represented minorities at the university have shown no significant progress. There have been upward and downward trends, and there is variability across disciplines, but proportions have not increased.

Recommendations to the UC graduate deans: (1) increase academic preparatory programs, such as McNair and UC Leads, to give undergraduate students an opportunity to engage in research and an exposure to graduate education; (2) conduct a survey on campus climate as it relates to under-represented minority graduate students; and (3) provide an annual report on progress to the UC Regents.

Graduate dean leadership needed: (1) develop a broader definition of merit for selecting applicants, that includes diversity as an important component of excellence; (2) increase in-reach efforts to keep UC under-represented minorities (URM) at UC; (3) work with CSU to encourage transfer of URMs; (4) adopt policies, such as child-care, that will make it easier for URMs to attend UC; (5) consider diversity when setting metrics for the assessment of graduate education.

Graduate Council actions:

- Consider diversity as an element of graduate program review.

- Starting next year, ask programs about their progress on diversity before allocating money to engage in recruiting.
- Include diversity in setting the metrics for assessing the quality of graduate programs.

Several Council members asked why international students are not included in the data on diversity. Dean Gibeling explained that the state and federal government define diversity in terms of domestic citizens and permanent residents. While the need for international students at UC is also important, it doesn't negate the need to reach out to a diverse domestic population. Goals must be set for both types of students.

Professor Anne Britt suggested that campus efforts related to diversity should provide a definition of "diversity", to prevent confusion with international student issues. GSA Chair James Hodgson suggested that, since California has a large number of under-represented minorities, the UC system should strive to have better-than-national-average diversity proportions.

B. Exception for an External Member on the QE Committee.

Chair Gunion drew the attention of Council members to section #1 in his written announcements (Attachment 7.2). In this section, he identifies his concerns about the current policy for having an external member (external to the graduate program) on qualifying examination committees. The policy allows graduate programs to apply for a "blanket exception" to policy if "the membership of a large group or program is not dominated by any single Department, but instead draws a super-majority of its members from many different units". Chair Gunion included a proposal in Attachment 7.2 for adding additional criteria in the policy. Sent this item was on the consent calendar, and since no one raised an objection to the item, the proposal for updating the policy criterion was approved by consent.

C. "APD Report on Graduate Education at UC Davis".

The Academic Planning and Development subcommittee of the Graduate Council has completed its report on "Graduate Education at UC Davis" and is presenting it to Council members for their consideration (Attachment 9.14). The APD was charged by the Academic Senate this year to address some of the challenges facing UC Davis' graduate programs, in such areas as (1) instruction in graduate programs, (2) the efficacy of the lead dean policy, and (3) the role of graduate programs in directing new faculty hires.

In addition, the APD wanted to incorporate the problems and recommendations identified in two reports created by previous APD committees over the past two years. The reports are "Enhancing Graduate Education at UC Davis" (endorsed by the Graduate Council on July 6, 2006) and "Recommendations by APD to Overcoming Challenges to Graduate Education at UCD" (summarized in Appendix D of Attachment 9.14).

In the resulting report, "Graduate Education at UC Davis", several general observations are followed by a detailed list of recommendations that address the three areas in the Academic Senate charge (above), as well as the areas of (4) planning for new graduate programs and increases in graduate enrollment and (5) graduate group administration and support.

Chair Gunion opened the discussion of the report by asking if any of the Council members had questions about the report. The Chair of APD, Hans Georg-Mueller, encouraged Council members to provide this committee with overall feedback on the report. The Council

discussed the importance of obtaining data about graduate programs, and building a repository that would be accessible for analyzing programs and program issues.

Chair Gunion then directed the Council to focus on one section of the report at a time. He suggested that Council members discuss and then vote on each section. Due to a lack of time, the Council agreed to defer the discussion of the report and to make it a high priority at the next meeting of the Council.

D. Information Technology Guidance Committee Report.

Chair Gunion also drew the attention of Council members to section 13e in his written announcements (Attachment 7.2). The Academic Senate has asked its committees, including the Graduate Council, to provide comments regarding the report produced by the "Information Technology Guidance Committee". In his written announcements, Chair Gunion proposes "two different modes of solution that may be relevant" to this pressing issue. He asked the Council to provide him with comments regarding section 13e by the end of the week.

E. Streamlining Program Review Procedures – Preliminary Discussion. This discussion item was deferred to the next Graduate Council meeting due to lack of time.

The meeting adjourned at approximately 5:15 p.m.