Academic Senate, Irvine Division

Re: 2006-07 Graduate Council Annual Report

The Graduate Council respectfully submits its report of activities for the academic year 2006-07.

I. Council Operations

The Council met 12 times during the year including a meeting in July. The Chair, Jutta Heckhausen, served as the UCI representative to the University-wide Coordinating Committee on Graduate Affairs (CCGA) as well as to the Senate Cabinet. David van Dyk was nominated and unanimously supported to serve as Chair through 2007-08, and a member will be elected to serve as Interim Chair during the Spring 2007 quarter.

Several subcommittees were appointed to work on a particular issue throughout the year:

- Academic Program Review Subcommittee: L. Porter, S. Sorooshian
- Subcommittee on International Program Initiatives: J. Bruce-Novoa, G. Mimura, S. Farmer, M. Bruninga-Matteau
- Subcommittee on Graduate Student Support: R. Davis, C. Sokolov
- Subcommittee on Graduate Program Structure and Student Mentoring: D. Van Dyk, J. Heckhausen, C. Sokolov
- Subcommittee on Graduate Student Housing: J. Heckhausen, M. Martinez
- Review of Graduate Course Action forms: M. Martinez, J. Jones
- Senate Committee on Diversity: G. Mimura, L. DeSipio
- Interdisciplinary Graduate Programs: R. Davis, R. Nideffer, C. Sokolov
- Electronic Submission of Dissertations and Theses: L. Tanji, C. Sokolov

II. Program Reviews

A. School of Social Ecology (2003-04): A major outcome of the program review of Social Ecology held on April 19-23, 2004, was Dean Huff’s decision to disestablish the Department of Environmental Health Science and Policy (EHSP). The Council’s major concern was for the welfare of the graduate students in that Department, both those in the EHSP graduate program as well as the students in the M.A./Ph.D. in Social Ecology/Concentration in Environmental Analysis and Design (EAD). Admission to the former was suspended on November 17 - - effective immediately. The Council’s decision was accompanied by a request for Social Ecology to provide a detailed report on the status and progress-to-degree plans of each individual student enrolled in EHSP. The School complied with this request and submitted a report on February 8, 2006.

Admission to the EAD Concentration, which was closely tied to the EHSP program, was then suspended on February 16 – also effective immediately. On April 27, the Council received an update from Interim EHSP Chair Everly Fleischer indicating an interest in reactivating admissions to the EAD concentration. The proposal provided insufficient
information for making a decision on reopening admissions to EAD. At its meeting of February 15, 2007, the Council agreed to lift suspension of admissions into the concentration for Fall 2007, but will request a status report in October 2009.

A status report of individual students in the EHSP and EAD graduate programs was submitted in April 2007. The Department has successfully monitored student progress, including notification and advising of students who lack progress, addressing funding issues, and the organization of a town hall meeting. A town hall meeting was convened, and the department responded to students’ concerns by providing a general room, furniture and computers for the students who no longer have space in Social Ecology because of the relocation of their advisor. The Graduate Council agreed that the report satisfactorily responded to its request for a detailed status report, and supported the plan to convene another town hall meeting at the end of Fall 2007. A report on the Town Hall meeting will be submitted to the Graduate Council in Fall 2007 with the next status report with updated information on each graduate due in April, 2008.

B. Henry Samueli School of Engineering (2004-05): The Council requested a response from the School regarding three school-wide issues: diversity among the faculty, interdisciplinary graduate programs, and transparency and consistency of graduate degree requirements. The Council accepted the School’s response at the October 1 meeting, but addressed additional specific questions for several departments: Mechanical and Aerospace Engineering, Electrical Engineering and Computer Science, Chemical Engineering and Materials Science, and Civil and Environmental Engineering. MAE preliminary exam pending response, but coordinated website implemented.

C. Claire Trevor School of the Arts (2005-06): The Academic Program Review Subcommittee (APRS) selected external reviewers and conducted the campus visit on February 28-March 2, 2006. The School of the Arts was asked to respond to several issues by the end of Fall Quarter 2006. Issues of particular concern included communication between the Dean and the departments, distribution of resources in general, faculty morale, and inadequacy of resources particularly as they related to the Department of Drama. The Graduate Council agreed that the response to their concerns was satisfactory, but will continue to monitor TA training.

D. Paul Merage School of Business (2005-06): The Academic Program Review Subcommittee (APRS) conducted the campus visit on January 23-24, 2006. The Council reviewed the external report and the School’s response in April and May. The Council’s primary concern related to the Ph.D. program: the School’s placement record, program leadership, and the quality of students. The School's response noted their intent to conduct a faculty meeting in spring 2006 to discuss these issues in greater detail. The Council requested a brief report on the outcome of that meeting by August 31 which was accepted in January 2007. The overall progress report due April 20, 2007 was not submitted.


III. NEW AND REVISED DEGREE PROGRAMS

A. Proposals for New Degree Programs
1. Public Health: Master of Public Health (MPH) in the College of Health Sciences approved by the Graduate Council on 5/17/07, the Cabinet on 5/22/07 and the Divisional Assembly on 6/7/07. The proposal was forwarded to OP and CCGA in June, 2007 for the statewide review.

2. Nursing Science: Proposal for an M.S. in Nursing Science in the College of Health Sciences was approved 6/5/07, but requires review by Council on Planning and Budget, and the Senate Cabinet in Fall 2007.

3. Public Policy: The proposal for a Master of Public Policy (MPP) was returned in Spring 2006 with a request for extensive revisions. A revised proposal addressed the concerns regarding the inadequacy of program focus, the ambiguity regarding program leadership, and what appeared to be unrealistic expectations about required resources. The MPP in the School of Social Ecology was approved by the Graduate Council on 5/17/07, by the Senate Cabinet on 6/5/07. The proposal will be forward to the Divisional Assembly for final approval in Fall 2007.

B. Proposals for New Concentrations, Emphases, or Gateway Programs

1. Mathematical Computational Biology Gateway Program: Program approved conditionally, 03/02/06. Final approval on 1/11/07 after receipt of additional information.


C. Proposals to Modify Existing Degree Programs

1. School of the Arts
   a. Dance MFA, establish requirements for advancement to candidacy pending submission.
   b. MFA in Dram with emphasis in Design and Stage Management, approved 1/24/07.

2. Henry Samueli School of Engineering
   a. Biomedical Engineering M.S./Ph.D.: modifications approved 5/3/07

3. Donald Bren School of Information and Computer Science
   a. Informatics concentration M.S./Ph.D., modifications approved 1/11/07

4. School of Social Ecology
   a. Psychology and Social Behavior Specialization in Psychopathology Ph.D., modifications approved 11/02/07
   b. Social Ecology Ph.D., modifications approved 12/7/07
   c. Psychology Ph.D., modifications approved 1/11/07
   d. Environmental Analysis and Design Concentration, admissions reopened for Fall 2007 with status report due April 2009, approved 2/15/07

5. School of Social Sciences
   a. Cognitive Science name change from MA in Social Sciences to MA in Psychology, approved 11/16/06
   b. Political Science time to degree, request was returned, and will be reconsidered in Fall 2007

6. School of Humanities
   a. Comparative Literature, modifications to Ph.D. Qualifying exam and foreign language requirements, approved 11/16/06
b. German, modifications to graduate program requirements, approved 11/16/06  
c. History, modifications to graduate degree requirements for the East Asian Field Studies, approved 1/11/07

7. School of Physical Sciences  
a. Earth & Space Science, modifications to MA/Ph.D., approved 2/15/07

8. Department of Education  
a. Education, proposed courses approved, 2/1/07  
b. Planned revisions to the Multiple Subjects and Single Subjects Programs pending  
c. Identification of Core Courses in the Credential Program to be considered as part of the Master of Arts in Teaching (MAT) Degree Program pending

9. Interdisciplinary programs  
a. Interdepartmental Neuroscience Program (INP), modifications to courses and bylaws, approved 11/2/06

IV. PROPOSALS FOR ORGANIZED RESEARCH UNITS (ORUs)  
No ORUs were reviewed in 2005-06.

V. PROPOSALS FOR ENDOwed CHAIRS  
A. Skirball Chair in Ophthalmology, 12/7/06  
B. Stanley van den Noort Chair in Medicine, endorsed 5/3/07

VI. GRADUATE EDUCATION POLICY ISSUES  
A. Graduate Student Rights and Responsibilities: A memo from the Senate Chair Mecartney was sent to all Senate faculty reminding them of students’ rights to participate in shared governance.  
B. Review Process for Interdisciplinary Graduate Program (IGP): Asst. Dean Sokolov will identify the different IGP programs and review groups. Graduate Council will send a memo to the chair of Academic Program Reviews requesting that they administer the IGP reviews.  
C. Test of English as a Foreign Language Internet-based Testing (TOEFL iBT): Data on results of new testing standards was reviewed by the Council on 5/17/07. The Council renewed approval of the minimum standards initially established. The standards will be reassessed in Spring 2008 when there is more data available.  
D. Married Couples Serving on Student Committees: A proposal by ICS to restrict married couples on student committees was discussed at several meetings. The Council voted to oppose the amendment to the current financial conflict of interest policy. The Council will work with the AGS and the Graduate Division to ensure that students are fully informed of the current policy and procedures to protect student rights, and the process for appeals.  
E. Request for Posthumous Candidate in Philosophy in Spanish & Portuguese, approved 7/12/07.  
F. Emeritus Faculty as Chairs of Committees: The Graduate Council unanimously voted to recommend that Emeritus Faculty can serve as Chair of Dissertation Committees, unless they hold another position at a different institution and are not present on site on a regular basis. Those faculty who hold another academic position outside UCI should be able to remain Chair for one year. In addition, a Co-Chair should be appointed to work with the current Chair to transition the students.  
G. Exceeding Time to Degree: This issue was deferred to Fall 2007.
VII. DIVISIONAL SENATE/CAMPUS ISSUES

A. Bylaw 100: Proposed change to incorporate diversity issues, approved 5/3/07.
B. Bylaw 100: Proposed change to Academic Program Review Subcommittee, 5/3/07.
C. Bylaw 138: Proposed revision of Bylaw 138 (CSE), and Appendix VII, approved 11/2/06. The Graduate Council endorsed the proposed revisions as written but included a statement of concern about perceived or actual conflict of interest. The Council recommended that faculty and students should both have the right of recusal.
D. Bylaw 100: Proposed Restructuring of the Senate Committee on International Education, includes Graduate Council with CEP as the parent agencies for the SCIE, approved 5/21/07.
E. IR 365: Proposed Revision for Change of Grade, GC partially approved converting pass/no pass to grade of C or F, 11/2/06.
F. Graduate Student Housing: Graduate housing issues were discussed throughout the year. Main issues: Housing guarantee procedures, housing assignments, and waiting list procedures, Task Force on Affordability. (See section X. GRADUATE COUNCIL INITIATIVES AND SUBCOMMITTEE ACTIVITY, 1. Subcommittee on Graduate Student Housing for additional information.)
G. Pandemic Planning Committee: Proposal to establish a UCI committee with GC representation, approved 12/7/06.
H. Paul Merage School of Business Undergraduate Programs: Comment on TA allocation sent to Cabinet, 2/21/07.
I. Academic Unit Bilateral Exchange: Initial proposal approved with implementation to be determined by SCIE, 7/12/07.
J. Diversity: The Senate continued to examine diversity issues by incorporating diversity into several Senate Bylaws including Bylaw 100. The Senate Committee included a representative from Graduate Council.

VIII. DEPARTMENTS, PROGRAMS AND SCHOOLS

A. Departments
   1. Women’s Studies: Proposal to Establish a Department, endorsed 10/16/06
   2. Epidemiology: Proposal to Establish a Department, endorsed 11/16/06
   3. Pharmaceutical Science: Proposal to Establish a Department, endorsed 5/10/07
B. Schools
   No proposals.
C. Programs
   See III. New and Revised Degree Programs.

IX. SYSTEMWIDE ISSUES

2. Proposal from the Joint U-wide UCEP/CCGA on the Role of Graduate Students in University Instruction, GC reviewed the proposal and raised several concerns, 11/2/06.
4. Guiding Principles for Professional School Fees, endorsed with comments, on 11/2/06.
5. Proposed amendment to SR694 and establishment of new SR 695, approved 2/1/07.
6. Prop. 209 graduate student impact/inclusion data request: Recommendation to CCGA to conduct a more comprehensive study of this issue, 2/1/07.
7. UC Berkeley Variance to SR730: Note Designated Emphases (Des), 3/1/07 discussion deferred.

X. GRADUATE COUNCIL INITIATIVES AND SUBCOMMITTEE ACTIVITY

1. Subcommittee on Graduate Student Housing: The joint Senate-Administrative committee (Senate Committee on Graduate Student Housing, SCGSH) with representatives from the Graduate Council, Council on Planning and Budget, Council on Student Experience, the Graduate Dean, the Vice Chancellor for Student Affairs, the Assistant Vice Chancellor for Student Housing, and three graduate student representatives nominated by the Association of Graduate Students (AGS) was formed to oversee the implementation of the housing guarantee for graduate students. This committee met five times in 2006-07, to review and act on matters that arose due to the policy’s implementation. SCGSH also asked Vice Chancellor Gomez (Student Affairs) to prioritize the Housing Office for an audit in 2006-07.

In 2006-07, the SCGSH reviewed the Campus Strategic Plan, Section V. Graduate Student Housing, priority lists for housing assignments, proposed rent increases, and eviction of students who have reached or exceeded maximum time to degree. The Council’s overarching consideration was the issue of affordable campus housing. Graduate Council set the limit for affordable housing at 40% of the average income of a UCI graduate student. An eviction policy was implemented to increase incoming students’ access to the less expensive units. The eviction policy raised several concerns by both faculty and students, and a formal appeals process will be considered for next year. The Graduate Division Dean agreed to develop a Task Force on Affordability to examine the issue of affordable housing as well as other financial issues effecting graduate students.

2. Subcommittee on Graduate Program Structure and Student Mentoring: This newly formed subcommittee began the year following up on the Council’s previous work collecting and approving time-to-degree information from all graduate programs on campus. To ensure that graduate students are properly mentored about the requirements of their programs and time-to-degree expectations, the subcommittee developed a set of minimum standards for graduate student mentoring which were initially distributed to Deans and Associate Deans of graduate study for comment. The subcommittee, in coordination with Association of Graduate Students (AGS) representatives, intends to follow up on the implementation of these mentoring standards. Moreover, the subcommittee and AGS will coordinate efforts to promote and advertise optimal mentoring practices. Examples include campus-wide mentoring awards. Such initiatives can also help to close the gap between normal and actual time-to-degree.

3. Academic Program Review Subcommittee (APRS): The APRS, which consists of two members from Graduate Council and two members from the Council on Educational Policy, recruited external review teams and hosted campus visits for the Division of Physical Sciences. The APRS also reviewed the charge to external reviewers for the departmental/program and School reviews, before transmitting them to CEP and
Graduate Council for approval. The Council approved the name change for APRS to Academic Program Review Board (APRB).

4. **Subcommittee on Graduate Student Support**: This subcommittee followed up on its work from last year, meeting with Advancement administrators to determine ways in which to increase extramural funding for graduate student support, including the possibility of developing a named fund initiative targeted at faculty, which has seen moderate success on another UC campus. Some activities include presenting research teams of faculty and their graduate students to showcase academic and research achievements of UCI graduate students with the goal to create sponsorship of graduate student researchers, and to meet with the Deans to develop methods for fundraising. A major initiative will be to hire a fundraising expert in the area of graduate student support in the Graduate Division to work with the Advancement Campaign. Moreover, the AGS presented the first Graduate Student Mentoring Awards, intended to recognize faculty who promote excellence in their graduate students.

A Planning Committee for the Center is being organized by the Office of Graduate Studies Associate Dean Leslie and Professor Hamkalo and includes Graduate Council representatives.
XI. GRADUATE COUNCIL GUESTS
2. Martha Mecartney, Academic Senate Chair
3. Manuel Gomez, Vice Chancellor, Student Affairs
4. William Zeller, Assistant Vice Chancellor, Student Housing
5. Lisa Cornish, Executive Director, Graduate and Family Housing
6. Richard Matthew, Chair, Senate Committee on International Education
7. Robin Scarcella, Director, English as a Second Language

XII. CARRY-FORWARD ISSUES TO 2007-08
1. Program Review: Social Ecology/EHSP and EAD Graduate Students
2. Program Review: Physical Sciences
3. Interdisciplinary Programs: Administrative oversight, and evaluation of the programs.
4. Political Science Time to Degree
5. International English Language Testing System (IELTS) and TOEFL iBT minimum standards for admission and TA eligibility
6. Graduate Student Housing
7. Graduate Student Support
8. International Program Initiatives

XIII. GRADUATE COUNCIL MEMBERSHIP
Voting Members
Jutta Heckhausen, Psychology & Social Behavior (Social Ecology), Chair, Wtr/Spr 2007
Juan Bruce-Novoa, Spanish & Portuguese (Humanities)
Rowland Davis, Molecular Biology & Biochemistry (Biological Sciences)
Kristen Day, Planning, Policy & Design (Social Ecology), Fall 2006
Louis DeSipio, Chicano/Latino Studies (Social Sciences)
Sarah Farmer, History (Humanities), Spring 2007
Joie Jones, Radiological Sciences (Medicine)
Michael Martinez, Education, Winter-Spring 2006
Glen Mimura, Film & Media Studies (Humanities)
Robert Nideffer, Studio Art (Arts)
Lyman Porter, Business
Scott Rychnovsky, Chemistry (Physical Sciences)
Soroosh Sorooshian, Civil & Environmental Engineering (Engineering)
David van Dyk, Statistics (ICS), (Chair, Fall 2006)
Carolyn Boyd, Dean of Graduate Dean (ex officio voting member)

Student Members
Melissa Brunninga-Matteau (History)
John Pyles (Social Sciences)
Satish Vutukuru (Mechanical & Aerospace Engineering), Fall 2006/Winter 2007
Yi-Zhou Li (English), Spring 2007

Non-Voting
Carol Sokolov, Assistant Dean, Graduate Academic Affairs, Graduate Dean
Frances Leslie, Associate Dean, Graduate Division
Lorelei Tanji, Library
Court Crowther, Assistant Dean, Graduate Division