The Graduate Council was called to order by Chair Desai on November 29, 2012 at 2:05 p.m. A quorum was present.

The minutes of October 18, 2012 were approved.

Chair’s Report – Tejal Desai
The composition of committees for higher degrees is considering rewording what we now require for Academic Senate membership in order to sit on various committees.

Tony Hunt is leading a task force addressing access to classes offered by self-supporting programs. We are maneuvering to create a consistent policy that will permit cross enrollment between self-supporting and state supporting programs assuming classroom space permits and the permission of the instructor is granted.

The issue of lab safety and compliance has also been a topic of discussion. This grows out of an incident at UCLA involving at chemical explosion that took the life of a graduate student in the lab; the student was apparently not wearing proper protective equipment. That incident has prompted a reevaluation of policies surrounding safety, training, and multiple people in the laboratory environment. These new training protocols will impact departments like Pharmaceutical Chemistry and Chemistry and Chemical Biology and the students working in those labs.

Vice Chair’s Report – Youngho Seo
The approval process for new degree programs was discussed extensively at the most recent CCGA meeting. Additional guidelines regarding an expedited review process will be forthcoming.

Dean’s Report – Elizabeth Watkins
The PIBS executive committee voted to raise student stipends to $31k; the other basic sciences programs tend to follow the PIBS example. This will go into effect at the start of the next academic year.

In 2013 the Graduate Division will make child care grants available to our students. This comes on the heels of consultation with the GSA and graduate program directors. The grant is limited to PhD students; it is not available to Master’s students and post-docs as the funding for this program comes from the return to aid allocation.

At a meeting to discuss campus housing, we identified three populations who use our housing: graduate & professional students, post-docs, medical residents & interns. Each of these populations has a legitimate need for housing but we agreed that the current system needs to be more equitable. Currently, once you are in campus housing you are “in” and may remain there for years. This creates limited availability for new arrivals. We are moving toward a new policy that will limit residents to a maximum of 24 months.

In conversations with students in different programs it has become clear that students do not always know when they are “done” and ready to graduate. We can do a better of job of helping students progress through the program—particularly in the years between the qualifying examination and the dissertation. In an effort to provide more guidance, we will implement an annual plan or an IDP template for PIs and students to use in order to bring them together to discuss the student’s progress in both research and career planning.

The Graduate Division will participate in the campuswide alumni weekend in April 2013. The alumni weekend last year was very successful. The gala dinner is arranged so that alumni from a given lab or program celebrate or honor a particular faculty member.

**Senate Analyst’s Report**
The online course review system has been changed to include the Graduate Program Directors. The workflow will be
1) Course forms are submitted to the Academic Senate Course Review system by the course instructor or administrative staff.
2) Course forms are then reviewed by the Graduate Division Program Director for that course.
3) Course forms are reviewed by the Dean of the Graduate Division (or designee).
4) Review by the Committee on Courses of Instruction.
5) Approved forms are submitted to the Registrar's Office for inclusion in the Course Catalog.

**Graduate Students’ Association (GSA) Report – Jason Tien, GSA Representative**
The GSA is working to obtain discounted MUNI passes for students. Students have expressed concerns about the campus shuttle system, its schedule, it does not run on weekends, etc.

Funding cuts to the Office of Career and Professional Development have resulted in the suspension of counseling sessions for students who want to go into academic tracks. Students interested in nonacademic careers are now facing a six week waiting list for career counseling.

**New & Ongoing Business**
**Systemwide Review of Online (Hybrid) Degrees – Joseph Castro**
Vice Chancellor Castro recently met with Educational Policy Committee to provide them an update on online education. The timeline for degree approval surfaced as an issue. Does the current timeline for reviewing these programs serve the University’s interest going forward? One year ago Coursera did not exist, but now they have more than two million students enrolled in their online offerings. Our experience with the MS HAIL proposal suggests that we need to refine or streamline the approval process for online degree programs.
To facilitate the creation of new degree programs we will post on the Graduate Division website and the Academic Senate website the process (including a timeline) for the review and creation of a new degree program.

**Academic Program Reviews**
Susan Miller agreed to serve as the Graduate Council liaison for the upcoming History of Health Sciences Review in April 2013. Ed Murphy agreed to serve as the reviewer for the upcoming Global Health Sciences review in May 2013.

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