Graduate Council
Youngho Seo, PhD, Chair

Thursday, February 13, 2014
2:30 – 4:30p.m.
Room HD 296

MINUTES

PRESENT: Youngho Seo (Chair), Karen Duderstadt (Vice Chair), Michele De Coteau, Melissa Hendershott (GSA), Susan Miller, Jason Rock, Richard Souza, Elizabeth Watkins. (Call-in) Sunita Ho, Mary Lynch, Janet Shim, John Ziegler.

ABSENT: Pam England, Tony Hunt, Mark Seielstad

GUESTS: Doug Carlson (permanent), Kimberly Topp, Chair, Department of Physical Therapy and Rehabilitation Science, Heather Alden, Executive Director, Academic Senate

Chair’s Report – Youngho Seo
CCGA – SSGPDP. Comments from throughout the system will be included in a summary letter.

CCGA will create guidelines regarding Capstone projects creation to avoid confusion on who will oversee all capstone projects and evaluate comments from students.

Vice Chair’s Report – Karen Duderstadt
None

Dean’s Report – Elizabeth Watkins

Mental Health Town Hall Meetings: Many faculty have requested guidance on how to assist students who appear to be in distress or need of mental health services. Dean Watkins and the Student Health and Counseling Services leadership held two town hall meetings about mental health resources. The meetings were held at Mission Bay and Parnassus, and were well-attended by faculty, program administrators and other staff. SHCS presented an overview of their services and processes, answered questions about how to refer students while maintaining confidentiality, and discussed strategies for initiating discussions about mental health services with their students. Faculty were encouraged to speak with their students about mental health services as a general practice, and to reduce the stigma of seeking these services by creating an atmosphere where students can feel comfortable taking time away from the lab each week to attend their appointments.

SHCS noted that there is a firewall between students’ academic and mental health records, so a referral to counseling is completely confidential and will not “follow” students throughout their careers. Faculty and
staff can call SHCS for a confidential consultation on how to address concerns about a specific student or for help in making a referral; faculty contacting SHCS are not required to identify themselves or the student in question. SHCS will give presentations for individual programs at orientations, lunchtime, or evening meetings, etc. Dr. Lance Raynor is the Graduate Division liaison for SHCS; faculty and staff are encouraged to contact him with any questions. Postdocs and staff in need of services should be referred to the Staff Assistance Program.

Heather Alden noted that a recent review of student grievances showed that mental health is an important factor to academic achievement and performance; the Rules and Jurisdiction Committee is currently reviewing Catherine Lucey’s proposal for a new, student-centered grievance process.

**Individual Development Plans:** The NIH recommends that all institutions implement the use of an Individual Development Plan (IDP) for graduate students and postdocs. In May, the Office of Career and Professional Development (OCPD) will hold workshops on the IDP at the Mission Bay and Parnassus campuses. The MAP and myIDP are two IDP tools; the MAP is shorter and may be more suitable for less advanced students. These tools can be found on the Graduate Division website: [https://graduate.ucsf.edu/careers/](https://graduate.ucsf.edu/careers/)

**Postdoc Research Symposium:** The Postdoctoral Scholars Association (PSA) and UCSF are hosting the first Bay Area Postdoc Research Symposium (BAPS 2014) on March 14th (Mission Bay Campus). Outstanding postdocs from UCSF, the Gladstone Institutes, the Buck Institute for Research on Aging, the Children's Hospital Oakland Research Institute, UC Berkeley, Genentech, and Stanford will present posters and talks. The keynote speakers are Randy Schekman (UC Berkeley), Diane Barber (UCSF), and Ira Mellman (Genentech).

**Student Life Services at Mission Bay:** The Student Life Services group is being reorganized in order to provide equitable programming at Parnassus and Mission Bay. The Graduate Division office space in the Rutter Center has been reconfigured and now houses 20 staff, including OCPD counselors and Rosenberg-Hill fellows. SAA will also have space on the 1st floor of Mission Hall; core services will be available at Mission Bay, while Skype and other technologies will be available for higher level services.

**Advocacy:** Each of the ten UC campuses will send two students to Sacramento to participate in Graduate Research Advocacy Day on Wednesday, March 12. BMS students Florie Charles and Laura Simpson will represent UCSF. Dean Watkins is a member of the Council of Graduate Schools’ Government Relations Advisory Committee that will travel to Washington to meet with legislators about graduate education in early April. She will also meet with T32 program directors at NIH.

**Council of Graduate Deans:** UCSF will host the annual COGD meeting this year on April 21-22. The UCSF meeting will include Graduate Deans and several of their staff and will be followed by a separate Postdoctoral Affairs meeting.

The Graduate Deans are also meeting in Santa Barbara on February 19. Items to be discussed are: non-resident supplemental tuition; a $10 increase in the application fee for next year and planning for future increases; TA contract negotiations at other UC Campuses, where they have been working without a contract since September; a PhD-Industry roundtable to discuss the alignment of students’ skill sets with employers’ needs; best practices in student and alumni tracking, and changes to the academic calendar. Due to the Jewish holiday, there will be a late start to the fall quarter (October 2nd), which creates a number of complications for days of instruction, housing move-in dates, and other student issues at the various UC campuses.
**Graduate Student Association Report:** Dean Watkins delivered the GSA report. The students have voted to have a single government to represent all graduate and professional students. There will be a sub-government structure, where each school and the Graduate Division will have its own voice. The election had a 30% turnout.

**Faculty Research Lecture** – Dean Watkins inquired whether there should be an award for social and population sciences as well as the current basic science, clinical, and translational science.

**ACTION:** Request will be made for additional of this to the Committee on Research.

**Review Process for New and Existing Programs** – Michele DeCoteau
Documents for guidelines and review process are schedule to be presented at March meeting. Council will review several documents to be sure they are all meaningful and give faculty constructive guidelines. A vote to approval these as official documents would streamline the process.

**ACTION:** Michele will send the information to council members. Approved documents will be found on Graduate Division website with URL on Academic Senate directing to Graduate Division website.

**Proposal – Kimberly Topp**
Graduate Council heard a proposal for a PhD in Rehabilitation Science Degree, an interdisciplinary PhD that addresses both basic and clinical sciences in musculoskeletal and neurorehabilitation in collaboration with San Francisco State.

The Department of Physical Therapy and Rehabilitation Science current offers both the Doctor of Physical Therapy (DPT) and Doctor of Physical Therapy Science (DPTSc). The proposal is to transition from DPTSc to PhD as the programs for DPTSc decrease and PhD increase. There is no plan to disestablish current DPTSc, but the student enrollment may not continue once the PhD program is open. Two students will be admitted the program every other year.

**ACTION:** John Ziegler accepted the invitation to be the lead reviewer.

**Review of DNP proposal**

The Graduate Council is concerns about the general philosophy of the program. The following issues were discussed:

- Length (short) program
- Venue (online program).
- Working and taking online courses to earn a doctorate degree. How do hours of experience at current work make it an experiential learning experience?
- Should UCSF approve a program that would allow other schools to join? All schools should review/approve.
- Supervision of Capstone projects

**ACTION:** A letter will be submitted to Annette Carley outlining the concerns of the Graduate Council. The Council will continue to review and comment on program issues.

**ACTION:** Check with chair of CCGA to determine how they want to review this multi-campus proposal?

**Bylaw Revision – Heather Alden**
The Graduate Council reviewed changes passed by the Task Force on Bylaw Changes and requested a few minor changes.

**VOTE:** Graduate Council approved a motion to approve the changes to Bylaw 125.

**Graduate Student Association Report – Melissa Hendershott**
Grad students voted to combine student governments to represent graduate and professional students. Over 30% students voted. Each program has its own sub government, i.e. pharm, physical therapy, nursing, etc. Change in fee structure.

**Analyst’s Report – Kathleen Dargan**

Faculty Research Lecture in Basic Science – Jonathan Weissman, Ph.D.
[http://weissmanlab.ucsf.edu/research/research.html](http://weissmanlab.ucsf.edu/research/research.html)
March 6, 2014, 3:30-5:00 pm, Genentech Hall and via simulcast

**New Business**
None

**Old Business**
None

There being no additional items for discussion, the meeting was adjourned at 4:35.