The meeting was called to order at 2:37. A quorum was present.

Minutes
The minutes for April 10, 2014 were approved.

Chairs Report
PhD Program
Members of the 10 University of California campuses met at Irvine on April 18, 2014. Issues discussed included:
- Stipends not being competitive with other schools.
- Non-resident tuition. It was suggested that UC abolish the non-resident tuition for PhD students perhaps after the first year.

Coordinating Committee 5/5/14
The following Program Proposals were discussed:
- The PhD in Physical Rehabilitation proposal was approved. The proposal will go to the UCSF Division meeting for approval.
- The Doctor in Nursing Practice proposal was presented. Members requested additional information and more time to review the DNP proposal.

The CCGA handbook
The Coordinating Committee on Graduate Affairs made changes to the CCGA handbook. And, then the revised Handbook will be distributed shortly.

Vice President’s Report – Karen Duderstadt
The results of the Graduate Division Merit Fellowship Awards will be available on October 6, 2014.

Proposal for a program of graduate studies in global health sciences the two of PhD degree – Molly Cooke, Director of Education, Global Health Sciences

Based on the strength of its MS degree in global health sciences, UCSF seeks to establish the first University of California PhD degree in global health sciences with the goal to prepare doctoral level students to apply research methods to explore and solve global health problems within academia, and bilateral, multilateral and nongovernmental organizations.

As presented, the program aims and objectives are:

1) To establish a premier PhD program that will guide and contribute to the science and knowledge base of the emerging discipline of global health

2) To leverage the expertise of global health science faculty and faculty from the four UCSF health science schools involved in global health research and education

3) To provide a preeminent program for health science professionals to gain the research skills and knowledge base for careers in global health

4) To develop a PhD program with four tracks that represent areas in which UCSF global health science has major strengths and active research programs; each track is a combination of coursework and research training;
   - clinical track
   - policy track
   - health systems track and
   - social and behavioral science track.

The council sent a communication to Dr. Cooke requesting letters of support and clarification on the following issues:

- The numbers of units to be earned
- Why this is an academic PhD degree (distinction from DrPH)
- Length of rotation
- Effect of enrollment on the Master’s Program

Anthony Hunt, lead reviewer, will present an in-depth review at the June 12, 2014 Graduate Council meeting.

Dean’s Report – Michele De Coteau for Dean Watkins

This year’s merit fellowship review process has been much improved because every member of the Graduate Council has agreed to review applications, thus reducing the individual workload. Dean Watkins is very appreciative of the collective effort.

UCSF hosted the systemwide Council of Graduate Deans (COGD) meeting (April 21-22). The meeting included discussions of best practices, reporting mechanisms, and the UC California Digital Library led a discussion of electronic theses and embargo policies among the campuses. UCOP reported a recent success of the s UC-HBCU initiative: 7 HBCU students (former interns from the initiative) are enrolling in graduate programs on UC campuses this fall.

UCOP presented results of two systemwide surveys: a PhD alumni survey, and a survey of graduate (fellowship) support. The alumni survey found high levels of satisfaction with most aspects of their
graduate experience and subsequent career opportunities. The graduate student support survey compared “offers” from peer institutions, and in order to determine differences in “real” dollars, added a cost-of-living adjustment to the figures for the UC campuses. Once the cost-of-living factor was included, UCSF and UC Berkeley were the two UC campuses whose stipends have the largest disparity with those of peer institutions.

A productive systemwide postdoc retreat was also hosted by UCSF on Wednesday, April 24. In 2013, University of California President Janet Napolitano made a statement on the importance of postdocs in research and teaching, and announced an initiative committing $5 million to enhance the UC President’s Postdoctoral Fellowship Program. The initiative will support (1) continuing the current salary hiring incentive, (2) instituting a new start-up funds hiring incentive for STEM fields, and (3) professional development for fellows, new faculty, and academic leaders. http://ppfp.ucop.edu/info/fellowship-recipients/hiring%20incentive%20faqs.html

The COGD postdoc working group is producing a white paper with recommendations which include using T32 grant information for tracking postdocs, expanding career and professional development services, developing a postdoc listserv, instituting entrance surveys (as part of the onboarding processes), adding qualitative exit/separation interviews, and requesting a central staff person for postdocs at UCOP—this person could track postdocs, do outcomes surveys for postdocs, since most UC campuses do not do so.

Dean Watkins, Janet Lim, Raul Torres, Youngho Seo, and Matt Jacobson attended the “Gradapalooza” meeting at UCI in April. A number of proposals were produced at the event. Among the items discussed were: (1) Each campus will determine its policy regarding tuition for international students: it has been proposed that non-resident supplemental tuition be charged in first-year only for international students, and for years 2-5 these students will pay resident tuition. (2) Increasing diversity by forming stronger partnerships with the CSU campuses and UC undergraduate programs such as UC LEADS.

Dean Watkins notes that a strength of the successful proposal for the PhD in Rehabilitation Science proposal was that Professor Topp secured letters of support from all of the Graduate Division programs (basic, social, and population sciences). She suggests that similar letters of support from across the Graduate Division programs will strengthen future proposals for new degrees and facilitate their approval by the Graduate Council and Coordinating Committee.

The Graduate Division Commencement is May 23rd at 10:00 a.m. in the Rutter Center. Allan Basbaum will be the keynote speaker.

**Review Process for New and Existing Programs – Chair Seo, Janet Shim**

Chair Seo presented a collection of documents regarding the review process for new and existing programs. The document(s) will be included on the Graduate Division website. The Academic Senate website will provide the URL to the Graduate Division site.

**ACTION:** The council approved the documents with option for minor edits.

**Capstone Project – Chair Seo**

The CCGA requested that all new Master’s degree programs have a capstone element. The criteria for capstone projects are set by the University and needs to ensure that each program has at least one capstone element for the Master’s degree. The CCGA carefully considers the description of capstone project in review proposed new degrees. Chair Seo will draft a policy for UCSF similar to the policies below.

**University of California at Santa Cruz, Graduate Council Policies:**
Plan I: A Master’s thesis, or project or performance in lieu of a thesis, is required of each candidate. The Plan I capstone must be completed in the manner and format specified by the Graduate Council and filed with the Division of Graduate Studies by the end of instruction in the term in which the candidate expects the degree to be awarded.

Plan II: A comprehensive final examination or project in the major subject, of such nature and conducted in such manner as may be determined by the department or group concerned, is required of each candidate. The nature of the comprehensive capstone is to be approved by the Graduate Council for the program as a whole.

University of California at Berkeley Graduate Division Policies & Procedures
Plan I and Plan II, Capstones – Group Projects. The Graduate Council has stated that joint or group work is not acceptable as the basis for awarding graduate degrees. Students may collaborate on research projects under the traditional supervision of a faculty guidance committee. However, each student must write a thesis or Master’s Project report that represents a cohesive presentation of the research conducted and is capable of standing independently from the project. Each student's work must be evaluated individually.

ACTION: Determine if this needs to go through the Academic Senate for approval.

New Business
2014-15 Meeting Logistics
Time, date and location will be determined by the end of the 2013-14 academic year.

Old Business
None

There being no additional items for discussion, the meeting was adjourned at 4:32.