

COORDINATING COMMITTEE ON GRADUATE AFFAIRS

Minutes of Meeting

Tuesday, April 5, 2011

10:00 a.m. – 4:00 p.m.

UCOP, 1111 Franklin Street, Oakland – Room 5320

Telephone: 510-987-9466

<http://www.universityofcalifornia.edu/senate/>**I. Chair's Report/Announcements/Updates – Chair Jim Carmody**

- **March 30 Academic Council Meeting:** CCGA's draft SSP review guidelines were endorsed unanimously by Council and strongly supported by the administration, particularly the move towards less lengthy reviews. Chair Carmody also discussed new ideas for more expeditious completion of program reviews on the campuses vis-à-vis the incorporation of a local version of a Compendium-like subcommittee that involves local review by CCGA/UCEP/UCPB. Another idea discussed was external reviews from other UC faculty collected as part of the local review process. Also discussed were variances in the flow and review of program proposals on each campus and suggestions for ways to eliminate time lags in the overall local review timeline. **Chair Carmody suggested that CCGA members continue this discussion with their respective Graduate Councils to 1) elicit additional ideas for streamlining the review process post-Graduate Council approval and 2) consider the above ideas for reforming the local campus review process.**

II. Consent Calendar

- Approval of the Agenda
- Approval of the March 1, 2011 Meeting Minutes

ACTION: The agenda and minutes were approved with minor modifications.

III. Announcements from the President's Office, Academic Affairs

Pamela Jennings, Graduate Studies Director

Todd Greenspan, Academic Planning Director

Hilary Baxter, Academic Planning, Programs and Coordination

Pamela Jennings provided a brief update on proposed legislation (SB-259) to reform the graduate student researchers-employer relationship. She also reported on planning for the annual Graduate Student Research Day in Sacramento on May 11.

Hilary Baxter discussed issues related to CPEC's review for SSPs, particularly the recent M.A.S. proposals. **Todd Greenspan** commented on potential issues with the forthcoming proposal coming from UCLA's Anderson School of Business.

IV. Proposed Graduate Degrees and Programs for Review

- A. Proposal for a joint Master's degree in Translational Medicine between UC San Francisco and UC Berkeley – *Chair Carmody***

ACTION: Having been informed that the Graduate Council at UCB has yet to approve the proposal, CCGA agreed to send back the proposal to the campus noting the new SSP guidelines.

- B. Proposal for a Master of Advanced Studies (M.A.S.) degree in Simulation-Based Engineering in the Department of Structural Engineering at UC San Diego – *Lead Reviewers Christopher Kello (UCM) and Sue Carter (UCSC)***

REPORT: Prof. Kello walked members through the review he completed with Prof. Carter. They will follow-up with the campus proposers on a few minor issues that came up in the review.

- C. Proposal for a Master of Advanced Studies (M.A.S.) degree in Structural Health Monitoring in the Department of Structural Engineering at UC San Diego – *Lead Reviewers Alan Buckpitt (UCD) and Sharon Farmer (UCSB)***

REPORT: Prof. Buckpitt walked members through the review he completed with Prof. Farmer. They felt that the campus did a good job in demonstrating demand and uniqueness of the program and recommended CCGA approval at this time.

ACTION: After a brief discussion, CCGA voted (8-0-1) to approve the proposal.

- D. Proposal for a Graduate Program leading to the Master of Professional Accountancy (M.P.Ac.) degree at UC Davis – *Lead Reviewer Dan Arovas (UCSD)***

REPORT: Prof. Arovas provided members with an overview of the proposal and reported that he is in the process of soliciting reviewers.

- E. Proposal for a Graduate Program leading to the M.S. and Ph.D. degrees in Software Engineering at UC Irvine – *Lead Reviewer Sharon Farmer (UCSB)***

REPORT: Prof. Farmer presented her review of the proposal and noted that all three external reviews were positive and she recommended CCGA approval at this time.

ACTION: After a brief discussion, CCGA voted (8-0-2) to approve the proposal.

- F. Proposal for a Graduate Program leading to the M.S. degree in Biomedical and Translational Science at UC Irvine – *Lead Reviewer Morris Maduro (UCR)***

REPORT: Prof. Morris presented his review of the proposal and highlighted key comments from the external reviews. He recommended CCGA approval at this time.

ACTION: After a brief discussion, CCGA voted (8-0-1) to approve the proposal.

G. Proposal for the UCLA Anderson School of Management to establish a new Executive M.B.A. Program in cooperation with the Universidad Adolfo Ibañez in Santiago, Chile – Lead Reviewer Rachael Goodhue (UCD)

REPORT: Prof. Goodhue discussed the campus's response to CCGA's previous questions. She also reported that she is collecting further evidence-based quality assessment. She discussed possible next steps with members. She will inform the proposers of CCGA's forthcoming review guidelines and request further clarifications as suggested by the Committee. After a lengthy discussion, CCGA agreed on the need to explicitly spell-out the nature of CCGA's concerns and inform them of more stringent guidelines to come with the review of similar programs in the future and note that CCGA is hoping to vote on the proposal next month.

H. Proposal for a Graduate Program leading to the Ph.D. degree in Epidemiology at UC Irvine – Lead Reviewer Karen Gyls (UCLA)

REPORT: Prof. Gyls walked members through her review and reported that she is synthesizing the four external reviews to discern the critical issues that will require her to follow-up with the proposers. She recommended CCGA approval at this time.

ACTION: After a brief discussion, CCGA voted to approve (7-0-1) the proposal.

I. Proposal for a Graduate Program leading to the M.S. degree in Biological Sciences and Educational Media Design at UC Irvine – Lead Reviewer Sue Carter (UCSC)

REPORT: Prof. Carter reported that she has nothing more to report.

J. Proposal for a Graduate Program in the Study of Religion Leading to the M.A. and Ph.D. degrees at UC Davis – Lead Reviewer Christopher Kello (UCM)

REPORT: Prof. Kello reported that he has just received a response from the campus that he will report on next time.

K. Proposal for a Graduate Program in Energy Leading to the M.S. and Ph.D. degrees at UC Davis – Lead Reviewer Dan Arovas (UCSD)

REPORT: Prof. Arovas reported that he had not yet heard back from the campus on CCGA's previous questions and will follow-up with the campus accordingly.

V. Discussion of Conversion of State-Supported Programs to Self Supported – Chair Carmody

ISSUE: Discuss and approve draft policy language addressing the conversion of state-supported programs to self-supported for the April Academic Council Meeting.

DISCUSSION: Todd Greenspan updated CCGA on the status of the guidelines and highlighted the most recent round changes. Chair Carmody walked members through the draft language sent earlier to members. Todd Greenspan will send a clean version to CCGA to review one last time.

ACTION: After some discussion, CCGA generally supported Chair Carmody's draft language with minor modifications.

VI. Proposed Draft Program Review Guidelines for Professional Degree Fees – Chair Carmody

ISSUE: CCGA members will discuss proposed draft program review guidelines for Professional Degree Fees (PDFs).

DISCUSSION: A brief discussion of the PDF letters of intent for 2012-13 revealed that these letters had not been shared with Divisional Graduate Councils. I have since that meeting shared the letters with CCGA members. Incidentally, several of these letters of intent refer to programs that are expected to receive CCGA approval in the near future, yet none of the degree proposals has yet reached CCGA.

ACTION: CCGA generally supported the adoption of the draft new program review guidelines for PDFs.

VII. Continued Discussion of On-line Graduate Degree Programs – Chair Carmody

ISSUE: CCGA members will review information gleaned from the campuses on the various issues associated with on-line graduate degree programs including teaching load questions; new modalities for existing programs; review of on-line iteration of an existing program; and others. As soon as practicable, craft a set of guidelines for the review of on-line graduate degree programs. These guidelines should be developed in such a fashion as to empower local Graduate Councils, with CCGA providing assistance as necessary.

DISCUSSION: Chair Carmody shared his initial belief that CCGA should apply the same review guidelines that it uses to review any other new degree program proposals. There was some discussion on the challenges of how to codify, craft specific guidelines for online programs. Members agreed that there was some utility in sharing the Berkeley report with the campuses. More local Extension involvement was suggested. It was also suggested that CCGA should remain silent for now.

VIII. Continued Discussion of Jointly Supervised Ph.D.s – Chair Carmody and Karen Gylys

ISSUE: A forthcoming campus proposal has raised procedural and policy questions regarding joint Ph.D. degrees between the University of California and foreign institutions wherein a UC graduate student receives supervision on his/her dissertation from a UC professor and a professor at another institution. CCGA will discuss issues relating to dual-university Ph.D.s.

This item was postponed.

IX. Revision of CCGA Handbook – Vice Chair Rachael Goodhue

CCGA will continue its review of the CCGA Handbook and, as necessary, propose changes to better reflect current practices and implementing policies including recent updates made to the Compendium.

DISCUSSION: Vice Chair Goodhue walked members through the proposed revisions. She will revise the appendices based on the Committee's suggestions.

**X. Discussion of Issues at the Divisional Graduate Councils –
Chair Carmody and Members**

CCGA members will be asked to highlight and discuss important issues coming from their divisional Graduate Councils this year.

This item was postponed.

XII. New Business

- **Draft Privacy Policy**

CCGA had no objections to the draft policy.

Adjournment:

The meeting was adjourned at 4:00 p.m.

Attest: Jim Carmody, CCGA Chair
Prepared by Eric Zárate, Committee Analyst

CCGA 2010-11 Remaining Meeting Schedule:

May 3, 2011 – Room 12322
June 7, 2011 – Room 5320
July 5, 2011 – Room 12322