

Graduate Group Chairs Meeting
Tuesday, February 23, 2021
9:00 A.M. – 10:00 A.M. | Zoom

Meeting Minutes

Graduate Group Chairs Present: John Abatzoglou, Chris Amemiya, Irene Beattie, YangQuan Chen, Chih-Chun Chien, Martha Conklin, Courtenay Conrad, Justin Cook, Kevin Dawson, Christine Isborn, Sarah Kurtz, Roummel Marcia, Shawn Newsam, Paul Smaldino, Victor Munoz, Jan Wallander, Irene Yen
Monica Garcia, Tomiko Hale, Paul Roberts (Graduate Group Coordinators)
Erin Hestir (Graduate Council Vice-Chair)
Kerry Clifford (Office of Institutional Assessment)

Graduate Division Staff Present: Asmeret Asefaw Berhe, Eric Cannon, Jesus Cisneros, Ashley Eagleson, Cassie Gunter, Heath Jackson, Chris Kello, Maria Nishanian, Jennifer Quiralte, Jessica Ventura, Tsu Ya

1. Dean's Updates & Discussion Items (Interim Dean, Chris Kello)

- Introduction of New Graduate Group Chair, John Abatzoglou—MIST.
- CRI Workgroup Update
 - Maria Nishanian presented the UCM Graduate Advisor-Advisee Conflict Management flowchart, requesting feedback from the chairs on the workflow and accompanying text.
 - <https://docs.google.com/drawings/d/1kNm2GyQIYiwinq5gAxAiWewiaWDCP00xZ7dMMkcUGvw/edit?usp=sharing>
 - There was some concern that the flowchart may give off the impression of escalation. Need to better clarify for the students.
 - Suggestion to move 'Mediation' below 'Bring concerns to your Advisory Committee, GGC, and/or Department Chair.'
 - Request to include an explanation of how this relates to TA conflicts.
 - Suggestion to be explicit about how the student needs to express their concerns (in-person, in writing, by email, etc.).
- New Graduate Student Survey
 - A link to the draft survey was sent out for review and feedback. If there are any UCM specific questions that are not listed, which you think is pertinent to the survey, please email them to Interim Dean Kello, ckello@ucmerced.edu.
 - There was some concern regarding the consistency of the overall survey design.

ACTION: Interim Dean Kello will address the chairs' concerns re: Conflict Management Flowchart with the CRI Workgroup.

ACTION: Interim Dean Kello will address the chair's concerns re: Graduate Student Survey design with the design team.

2. Recruitment Fellowship Awardees (Eric Cannon)

- Recruitment Fellowship awardees have been finalized and all students will be notified by the end of day today, February 23.
- Interim Dean Kello thanked everyone who assisted with the preparation and review process.
- Request to adjust Slate settings to exclude scores of other reviewers.

- Request to receive a sampling of the winning applications/redacted nomination text for future reference.

ACTION: Eric Cannon will email the list of awardees, including distribution data, out to the Chairs/schools for review. (Email sent 2/25/21).

3. Annual Student Progress Report (Heath Jackson)

- Heath Jackson presented an overview of the new student progress report templates on Box as well as, discussed the process for completing them for the student.
 - Request to add, 'Potentially Unsatisfactory' as an overall evaluation rating.

ACTION: During the next meeting, Heath Jackson will prepare and present a sample spreadsheet with a specified and workable process for distributing them to students, and then faculty.

4. Summer Bridge (Cassie Gunter)

- Graduate Division is planning to host Summer Bridge on campus this summer.
 - Consensus from the group to host the program on campus, assuming; 1.) we have the funding to do so, 2.) as a community, COVID positivity rates are down, 3.) staff and faculty are vaccinated, 4.) policies are enforced regarding masks, distancing, etc., 5.) students are placed into small groups/sessions are conducted outside.
 - Due to time constraints, chairs are asked to come prepared with additional feedback and ideas during the next call.

5. Public Service Careers Panel (Asmeret Asefaw Berhe)

- Chairs are asked to please help distribute the following flyer to students and faculty regarding our upcoming Public Service Career Workshops for Spring 2021.
 - <https://www.dropbox.com/s/x07gfc11q0apko1/Public%20Service%20Careers%20Day%20Flyer%20Final.pdf?dl=0>

6. Virtual Graduate Visitation Days--Debrief (Jennifer Quiralte)

- Item tabled for discussion until the next Graduate Group Chairs Meeting.

ACTION: Jennifer Quiralte will email a summary of VGVD highlights as well as student/faculty concerns to be further discussed during next month's call. (Email sent 3/11/21).

7. Graduate Council Vice Chair's Report (Erin Hestir)

- The cooperative extension A&R specialist on student committees, is working with CRE to amend the policy language to allow this by exception. Will be brought up during the spring Division Meeting. Chairs are encouraged to attend and vote.
- GC continues to work with PROC to consider graduate program responses to reviews.
- GC is developing a 4+1 program policy and procedure for reviewing them.
- GC will be reviewing Graduate Student Instructors of Record, and those that are potentially supervising graduate student TAs.

8. Other Business (All)

- Graduate Enrollment Projections
- Academic Planning Phase 2
- Search Engine Optimization Update

The meeting adjourned at 9:59 A.M.