

**Graduate Group Chairs Meeting**  
**Tuesday, February 4, 2020**  
**9:00 A.M. – 10:00 A.M. | SSB 250**

**Meeting Minutes**

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Graduate Group Chairs Present: Chris Amemiya, Ramesh Balasubramaniam, Irene Beattie, Anita Bhappu, Martha Conklin, Courtenay Conrad, Justin Cook, Gerardo Diaz, Marcelo Kallmann, Sarah Kurtz, Roummel Marcia, Erik Menke, Irene Yen  
Naoko Kada (Graduate Council Rep.), Rose Scott (PSY Rep.)

Graduate Division Staff Present: Jesus Cisneros, Sandra Cruz-Lezama, Ashley Eagleson, Heath Jackson, Chris Kello, Maria Nishanian, Jen Quiralte, Jessica Ventura, Marjorie Zatz

**1. Announcements**

- a. Please review attached draft academic planning document in advance of meeting!

**2. Thoughts/questions about mini retreat/development of funding model?**

- a. Chairs would like to see a balance in the number of students who need funding and the number of TA slots available.
  - i. Dean Zatz will form a Subcommittee tasked with figuring out how to open slots to PhD students from other programs. Sarah Kurtz volunteered.

Action Item: Chairs were asked to email Dean Zatz if interested in serving on this Subcommittee.

**2. Any Admissions or funding fellowship issues?**

- a. No issues were reported.
- b. Question of whether there are additional funds available to cover program expenses for Graduate Visitation Weekend.

Action Item: Chairs in need of additional funds are asked to email Dean Zatz and Eric Cannon.

**3. Graduate Visitation Weekend**

- a. Update from Jennifer Quiralte re: Graduate Visitation Weekend activities.
- b. Dean Zatz clarified that all travel arrangements and invitations to attend GVW are handled by the individual programs, not Graduate Division.
- c. Graduate Division is offering a \$50 Amazon gift card to someone willing to give tours of the Vernal Pools.

Action Item: Jen requested that each Chair email her a list of 5 current graduate students to be invited to the Friday evening reception.

Action Item: Jen will reach out to Assistant Professor, Erin Hestir, to see if she, or any of her students, would be interested in leading the Vernal Pool tours.

#### **4. Graduate Council Vice Chair's Report**

- a. No report; Graduate Council Vice-Chair, Hrant Hratchian was unable to attend the meeting.

#### **5. Academic Planning**

- a. Dean Zatz presented and discussed with the Chairs her proposed vision, mission, goals, and timeline for Phase II of the Graduate Division Academic Planning document that was shared. Discussion ensued, and revisions made to the draft vision, mission, values, and measurable goals.

Action Item: Dean Zatz will add UC systemwide data on students supported on internally and externally funded fellowships to the TA/ internal GSR/external GSR funding benchmark data.

Action Item: Dean Zatz will identify 1 Graduate Group Chair from each school to serve on a Subcommittee to review draft documents and advise on issues as needed prior to bringing them to the larger group.

#### **6. Other Topics for Discussion/Next Meeting**

Action Item: Graduate Division to send out an email communication encouraging graduate students to register and vote. The Presidential Primary Election will take place March 3.

**The meeting adjourned at 10:01 A.M.**