

## Graduate Advisers/Assistants Meeting August 23, 2007 Summary

[http://www.grad.berkeley.edu/faculty\\_staff/advisers.shtml](http://www.grad.berkeley.edu/faculty_staff/advisers.shtml)

### Andrew Szeri, Dean of the Graduate Division

Having begun his appointment on July 1, Dean Szeri welcomed the assembly.

**PowerPoint:** [http://www.grad.berkeley.edu/faculty\\_staff/pdf/fall07\\_presentation.ppt](http://www.grad.berkeley.edu/faculty_staff/pdf/fall07_presentation.ppt)

- A virtual introduction was made of Susan Muller, the newly appointed Associate Dean for Graduate Student Life and Academic Program Reviews (unable to be present at this meeting). A professor of Chemical Engineering, she has extensive experience with graduate programs via service on the Graduate Council and other campus and departmental committees. More background: <http://cheme.berkeley.edu/people/faculty/muller/muller.html>
- The NRC Assessment of Research Doctoral Programs surveyed faculty nationwide. The response rate from Berkeley professors was 89 percent (well above the 70 percent national average). Scheduled for release in February 2008, program rankings will be reported within ranges (rather than as #1, #2, etc.). News and updates: <http://www.grad.berkeley.edu/nrc/>
- Data from the Mid-Point Career Survey (which graduate students are asked to complete in the second year of master's programs and third year of doctoral programs) has been distributed to each department. Graduate Division will analyze the data to develop best practices regarding student satisfaction and academic support.
- Graduate Division has created a document -- titled [Graduate Division Development Services in the Capital Campaign: A Toolkit](#) -- which has been distributed campus wide as well as posted online at: <http://eureka.berkeley.edu> . (Log onto Eureka using your CalNet ID and passphrase and then click on the Graduate Division Toolkit link in the Fundraising Council box on Eureka's front page.)

### Joseph Duggan, Associate Dean for Admissions, Appointments, Degrees, and the GSI Teaching and Resource Center

- Applications for graduate admissions and fellowships are no longer printed for distribution. They are available online and as a PDF document which can be printed or submitted electronically. See: [http://www.grad.berkeley.edu/policies/memo\\_grad\\_app.shtml](http://www.grad.berkeley.edu/policies/memo_grad_app.shtml) and [http://www.grad.berkeley.edu/admissions/grad\\_app.shtml](http://www.grad.berkeley.edu/admissions/grad_app.shtml) .
- September 14 is the date when the Office of the President counts enrolled and registered students. The campus receives funding based on that number, so please assist your graduate students with getting enrolled and registered by September 14.
- Designated Emphasis programs will now be listed on students' diplomas.
- Graduate students who have not yet advanced to candidacy must be enrolled in 12 units of course work, regardless of employment.
- Graduate students on filing fee cannot be appointed as a GSI or GSR.
- Childbirth leave for the birth mother is effective this semester, fall 2007. See: [http://www.grad.berkeley.edu/policies/memo\\_doctoral\\_parent.shtml](http://www.grad.berkeley.edu/policies/memo_doctoral_parent.shtml)

**Carlos Fernandez-Pello, Associate Dean for Fellowships, Diversity, Academic Services, and Communications & Events**

- We continue to review suggestions for improvements to the Fellowship Competition, such as an increase in reviewers. Faculty members are encouraged to volunteer to serve on the Fellowship Competition Committee.
- The Graduate Diversity Program (GDP) will move under the umbrella of the Vice Chancellor for Equity and Inclusion; their physical offices will remain in Graduate Division at 318 Sproul Hall.
- You can now add events related to graduate matters, lectures, seminars, etc., on-line at the website calendar: <http://events.berkeley.edu/index.php/calendar/sn/gradiv.html>
- Graduate Council Lecture Series -- see <http://www.grad.berkeley.edu/lectures/>

**Ilan Adler, Chair of the Graduate Council**

The Graduate Council is the “legislative branch of governance” for graduate affairs, while Graduate Division is the “executive branch.” Faculty can help avoid grievances and appeals from students by understanding and adhering to the rules and procedures detailed in the *Guide to Graduate Policy* -- <http://www.grad.berkeley.edu/policies/ggp/ggp.pdf> -- especially regarding students’ academic milestones (qualifying exams, dissertation committees, etc.).

**Sarah Hawthorne, Assistant Provost, Academic Compliance and Disability Standards Presentation: Accommodating Graduate Students with Disabilities**

A policy statement regarding disability issues and graduate students is being prepared by Sarah Hawthorne and Diane Hill, Director of Academic Affairs in the Graduate Division and will be distributed soon. Information about campus services for faculty and staff, and for students with disabilities, is available on the website of the Disabled Students’ Program (DSP), <http://dsp.berkeley.edu/>. Berkeley’s faculty and student services staff are urged to review this website and refer to it for guidance

Students seeking information on disability accommodation should contact Derek Coates, Disability Resolution Officer. Faculty and staff with questions should contact Sarah Hawthorne. See <http://dsp.berkeley.edu/>.

**”You Asked; We Answer”**

Two questions were submitted to the Dean by email:

**Q: What are the Graduate Division’s priorities this year?**

A: *See the PowerPoint:* [http://www.grad.berkeley.edu/faculty\\_staff/pdf/fall07\\_priorities.ppt](http://www.grad.berkeley.edu/faculty_staff/pdf/fall07_priorities.ppt)

**Q: How do Berkeley’s fellowship awards compare to those of our competitor institutions?**

A: Information on fellowship award levels is shared among our peer group on a confidential basis. Berkeley’s offers are close to those extended by our competitors, as demonstrated by the fact that about 60 percent of our fellowship offers are accepted. Our need is to be able to increase the number of fellowships we can fund.