

**MOU'S RECOMMENDED IN THE  
REPORT ON GRADUATE EDUCATION AT UC DAVIS**

Prepared by the Committee on Academic Planning and Development 2007-08

A major cause of the existing problems faced by graduate education at UC Davis is the systemic underfunding of graduate programs at UC Davis. In the past, the real costs for graduate programs (such as the implicit but, in reality, heavy costs for instructional resources) have not been fully factored in. New programs were approved without commitment of the needed resources from the administration. This underfunding was perhaps less visible while the campus was in growth mode but will be much more so in the anticipated steady state mode, especially in view of anticipated growth in graduate enrollment.

MOUs (Memoranda of Understanding) are required for all new programs and will be phased-in for existing programs. New programs should only be approved if commitments to provide these resources are made and guaranteed, and MOU's should "include the Lead Deans as major stakeholders in the programs under their purview as co-signers." MOU's and their effectiveness will be evaluated during program reviews, and need to be renewed each review cycle.

<b>Recommendation</b>	<b>Description</b>
<b>Administrative MOU</b>	<ul style="list-style-type: none"> <li>• Required for new proposals; phased-in for existing programs/groups and should be in place by next program review.</li> <li>• Must include commitments for all administrative and space resource needs.</li> <li>• Written documentation should be included that the group/program has investigated the possibility of sharing administrative structures with existing related graduate programs (in the form of written assessments from the Chairs of related graduate programs).</li> <li>• Signed by the lead dean and, when applicable, chair/director of home department/ORU.</li> </ul>
<b>Instructional MOU</b>	<ul style="list-style-type: none"> <li>• Required for new proposals; phased-in for existing groups.</li> <li>• Must provide commitments to cover all required core and elective courses.</li> <li>• Each MOU should cover the teaching of at least one podium core/required elective course and may include the provision that it is honored as long as faculty who can teach these courses are in residence.</li> <li>• May be an agreement between multiple departments to provide instruction for one or more courses and might be facilitated by cross-listing courses, thereby creating joint stakeholders and sharing resources.</li> <li>• Signed by departments and co-signed by their supervising deans.</li> </ul>
<b>FTE MOU</b>	<ul style="list-style-type: none"> <li>• An agreement whereby a department receives one FTE in exchange for a commitment by that department to staff courses for one or more graduate groups (other than the department based graduate group) on a level that is equivalent to staffing <u>four</u> graduate podium courses.</li> <li>• Duration subject to negotiation with provost and DGS but must be for at least seven years.</li> <li>• Signed by departments and their supervising deans.</li> </ul>
<b>Student Support MOU</b>	<ul style="list-style-type: none"> <li>• For new non-department graduate groups in particular, but in general whenever a substantial increase in graduate student numbers is envisioned within a department, group or program.</li> <li>• Should guarantee that sufficient additional block grant funds will be made available (and do not reduce the current levels of block grant available to existing programs).</li> <li>• Signed by the Dean of Graduate Studies.</li> </ul>