

# Executive Council of Graduate Faculty

January 25<sup>th</sup>, 2:00 – 4:00pm  
CLAS Conference Room, 210 Strong Hall

Presiding: Thomas Heilke

Members present: Promothesh Chatterjee, James Daugherty, David Ekerdt, Victor Frost, Tien-Tsung Lee, Stephen Kapp, Van Kelly, Brian Laird, Mahbub Rashid, Allen Rawitch, Daniel Stevenson, and John Stobaugh

Staff: Austin Fitts and Roberta Pokphanh

Guest: Chris Brown and Mark Jakubauskas

## AGENDA

1. Announcements
    - a. Letter to Design department (included)
    - b. Proposed subcommittee divisions (included)
    - c. Engineering program name change: Master of Engineering (no longer PSM)
  2. Review of minutes:  
December 2012 meeting
  3. Program Proposals/Changes:
    - a. Professional Science Master's (PSM): Environmental Assessment program
  4. Policy Review:
    - a. Tuition Assistance Program (TAP)
      - i. Current
      - ii. Proposed revisions
    - b. Special Member status
    - c. Graduate Faculty Appointments
    - d. Doctoral Candidacy (informational item only)
    - e. Leave of Absence (informational item only)
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1. Announcements made by the Dean of Graduate Studies
  - a. Dean Heilke opened the meeting by welcoming back the Executive Council members. Dean Heilke noted the letter to Design and that Graduate Studies had not heard back from Professor Herstowski. Dean Heilke announced the addition of new Graduate Studies staff. Dean Heilke explained the changes surrounding the Professional Science Masters (PSM) in Project Management, and indicated that this program will no longer be called a PSM.

Dean Heilke asked the committee to review the list of awards offered by Graduate Studies and then asked for volunteers. Dean Heilke asked the Council members to either indicate which committees they are willing to serve on using the meeting handouts, or to respond to Graduate Studies via email.

2. Review of minutes: December meeting  
The Executive Council members reviewed the minutes for the December 14<sup>th</sup>, 2012, meeting. Professor Kapp moved to approve the minutes, seconded by Professor Rashid. The motion carried unanimously. Updated minutes are available on the Executive Council website [<http://www.graduate.ku.edu/executive-council-graduate-faculty>].
3. Program proposals  
Dean Heilke apologized for the late submission of materials for the PSM in Environmental Assessment. Professor Ekerdt asked Dean Heilke to explain the idea behind the Professional

Science Masters (PSM) and Dean Heilke described the similarities of a registered PSM to accreditation seen in several programs on campus.

Professor Ekerdt asked about the PSM in Environmental Assessment being the first at KU. Dean Heilke described KU's structure, the registering body, and the purpose of utilizing the PSM.

Dean Rawitch provided some history on professional degrees at KU/KUMC, the coursework, and the internship courses needed. Dean Rawitch gave further information on the development and collaboration that has taken place regarding professional degrees. Dr. Chris Brown added to the discussion by describing the approval process worked out with the Provost's office.

Professor Frost inquired about budget allocation and Mark Jakubauskas described the budget information in the packet. Professor Ekerdt initiated further discussion of how the program will be funded and Professor Kapp explained the budget organization of his program requiring accreditation.

Professor Rashid asked about the market being established with this new PSM and Mark Jakubauskas addressed the key elements, including that external advisory board will tune the program into the market. Dr. Chris Brown added that students can use the degree to go into the industry.

After the representatives from Environmental Studies left the meeting, Dean Rawitch asked what the diploma will say. Dean Heilke explained that it will likely say Professional Science Master's in Environmental Assessment. Dean Rawitch indicated the interdisciplinary nature of this degree.

Professor Chatterjee asked about the source of the faculty required for this program. Dean Heilke raised the point that the faculty may not be tenured/tenure-track. Professor Laird added that the courses listed are existing courses. Professor Ekerdt asked about the time limit for masters degrees and Dean Heilke confirmed that there is a 7 year limit for all masters degrees.

Professor Daugherty moved to approve the program proposal, seconded by Professor Rice. The motion carried unanimously.

#### 4. Policy review

- a. Dean Heilke introduced the Tuition Assistance Pool (TAP) policy by discussing his experience with the policy. Dean Heilke indicated the various administrators who already signed off on the policy and their chain of command.

Professor Chatterjee asked about the potential for removing the support of students and the time limit for GTAs. Professor Frost asked about the monetary figure on these students. Dean Heilke gave the group some figures. Professor Frost contributed that TAP funds used to be overhead dollars and Dean Rawitch asked if the TAP funds are considered "real dollars".

Professor Stobaugh asked about how this will affect fellowships. Assistant Dean Pokphanh described the TAP exceptions for fellowships.

Professor Lee asked why the TAP funds are limited to doctoral students. Dean Heilke explained the importance of doctoral students and filling the in gap for a particular group of students. Dean Heilke added that other students could be considered once there is an indication of need.

Dean Heilke indicated the difference between KU and KUMC grant proposals that asked for tuition dollars for students. Dean Rawitch gave some details on these differences.

Professor Frost moved to approve the TAP policy, seconded by Professor Chatterjee. The motion carried unanimously.

- b. Dean Heilke asked Austin Fitts to address the changes of the Special status policy. Austin Fitts explained that the Graduate Student Oral Exam Committee Composition policy does not indicate whether masters committees can be chaired by someone with special status. Assistant Dean Pokphanh added that co-chair status can be elected for special members. Professor Kapp moved to approve the Special Status policy, seconded by Professor Rashid. The motion carried unanimously.
- c. Dean Heilke explained the Graduate faculty appointments policy. Dean Rawitch asked about a column in the policy that should have the term “status” added. Austin Fitts agreed to make the change, so the policy reads “dissertation status”. Professor Frost moved to approve the Special Status policy, seconded by Professor Daugherty. The motion carried unanimously.

Dean Heilke gave a description of the Provost’s changes to the Doctoral Candidacy and Leave of Absence policies, and added that these items do not require a vote.

Dean Heilke entertained further comments and discussion. The meeting adjourned at 3:20pm.

Respectfully submitted,  
Austin Fitts