

# Executive Council of Graduate Faculty

November 30<sup>th</sup>, 2:00 – 4:00  
Provost Conference Room, 258 Strong Hall

Presiding: Thomas Heilke

Members present: Michael Baskett, Promothesh Chatterjee, James Daugherty, David Ekerdt, Victor Frost, Stephen Kapp, Brian Laird, Mahbub Rashid, Allen Rawitch, Daniel Stevenson, and Thomas Volek (serving in place of Tien Tsung Lee)

Staff: Austin Fitts and Roberta Pokphanh

## AGENDA

1. Announcements:
  - a. Upcoming meeting scheduled:  
Friday, December 14<sup>th</sup>, 2:00-4:00pm  
CLAS Conference Room (ST 210)
  - b. Search for Program Director, Graduate Enrollment
  - c. University Graduate Fellowship program
  - d. Elevating Doctoral Education Implementation
  - e. Adding a member to the Council from the KU Medical Center
  - f. Future role and activities of the Executive Council  
Member initiatives and preferences
2. Review of minutes: October meeting
3. Program proposals:
  - a. School of Business: new graduate certificate programs
    - i. Human Resources Management
    - ii. International Business Management
    - iii. Investments
    - iv. Marketing
    - v. Strategic Management
    - vi. Supply Chain Management
    - vii. Valuation
  - b. CLAS: new graduate Indigenous Studies certificate program
4. Policy review:
  - a. Special Graduate Faculty status
  - b. Graduate Faculty Appointments
  - c. Grading
  - d. Research Skills and Responsible Scholarship
  - e. Leave of Absence
  - f. Doctoral Candidacy

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### 1. Announcements made by the Dean of Graduate Studies

Dean Heilke opened the meeting by announcing the attendance of Dr. Cathy Shenoy and Dee Steinle from the School of Business. After speaking with the School of Business members, Dean Heilke mentioned the December 14<sup>th</sup> meeting of the Executive Council. Dean Heilke asked Professor Volek to provide an update on the Graduate Studies search for a Program Director of Graduate Enrollment. Following the update from Professor Volek, Dean Heilke gave the Council information on Graduate Fellowships. Professor Ekerdt and Dean Heilke discussed how the Graduate Fellowship process is different from the previous year.

Dean Heilke commented on the first meeting of the Elevating Doctoral Education Implementation workgroup and discussed some details about this process with Dean Rawitch. Dean Heilke continued by announcing the intention to add an Executive Council member from the KU Medical Center campus. Dean

Rawitch discussed the advantages of having this Council member and solicited volunteers to serve on the Council at the KU Medical Center. Dean Heilke mentioned that the Council will vote on this in December.

Dean Heilke encouraged comments from each Council member from their respective unit and mentioned he would like to take a proactive approach to solving matters of the Executive Council. Dean Heilke also noted that there are a variety of awards and nominations for awards for which the office of Graduate Studies makes the selections every year. He proposed establishing subcommittees from Executive Council to participate in these selection processes. He suggested further discussion at the December meeting after Executive Council members have had time to give the idea some thought.

2. Review of minutes: October meeting

The Executive Council members reviewed the minutes for the October 26<sup>th</sup>, 2012 meeting. Professor Frost moved to approve the minutes, seconded by Professor Chatterjee. 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:

- a. Dean Heilke welcomed the School of Business, introduced the new certificate programs, and opened the floor for discussion. Dean Heilke and Professors Rashid, Daugherty, Laird, and Kapp discussed several issues with Dr. Shenoy. The Council inquired about the length of class sessions, faculty time needed, current course offerings, the demand for the various certificates, as well as online delivery. Dr. Shenoy replied that all of the courses needed to fulfill the certificates proposed are currently being offered and she explained many factors taken into account when designing the certificates.

Professor Laird inquired about eligibility for undergraduates taking the certificate courses and Dr. Shenoy clarified that only graduate students are allowed to take 700-level courses in the School of Business. Dean Rawitch mentioned an existing policy program in health management at the KU Medical Center and Dr. Shenoy mentioned that this program had been consulted. Professor Laird moved to approve the certificate programs, seconded by Professor Volek. The motion carried unanimously.

- b. Dean Heilke moved the Council into the second proposal item: graduate certificate program in Indigenous Studies. Dean Heilke explained the follow-up materials sent from Dr. Zogry since the October meeting and discussed a brief point with Professor Stevenson. Professor Kapp moved to approve the certificate program, seconded by Professor Stevenson. The motion carried unanimously.

4. Policy review:

Professor Laird raised an issue regarding faculty terms ending in the Graduate faculty database without notice. Dean Rawitch also raised concern for the management of the Graduate faculty database. Austin Fitts clarified that the Graduate faculty database is managed by Graduate Studies and explained some of the process of adding and updating faculty information. Austin Fitts and Dean Heilke agreed to consider auditing this database occasionally and welcomed feedback.

- a. Special Graduate Faculty status: Collapse Ad Hoc and Special  
Professor Baskett moved to approve the policy changes, seconded by Professor Frost. The motion carried unanimously.
- b. Graduate Faculty Appointments: Add Professors of the Practice  
Professor Laird suggested adding a line in the policy table indicating the responsibilities of Professors of the Practice. The Council discussed changes in the table and then agreed to send the

- policy on for approval by the Provost's Office. Professor Frost moved to approve the policy changes, seconded by Professor Kapp. The motion carried unanimously.
- c. Grading: this was an informational item for the Executive Council  
Professor Daugherty recommended a phrase that provides some clarity on a grade of S. Professor Laird raised concern over the grade of P and a three-semester sequence used by his unit, but that concern was met by a clarification regarding the interpretation of the policy. Professor Kapp moved to approve the policy changes, seconded by Professor Baskett. The motion carried unanimously.
  - d. Research Skills and Responsible Scholarship: this was an informational item.  
Dean Heilke outlined the changes suggested by the Provost's Office.
  - e. Leave of Absence: Add categories of leave  
Dean Heilke introduced the policy changes as suggested by the College Office of Graduate Affairs. Dean Rawitch pointed out that financial aid eligibility may be reduced after one semester. Professor Frost continued by mentioning that engineering students leave for a job in their last year of study. The Executive Council approved the proposed policy edits.
  - f. Doctoral Candidacy (under post-comp enrollment): Added language  
Dean Heilke indicated the added sentence mentioning dissertation hours. Professor Kapp moved to approve the policy changes, seconded by Professor Daugherty. The motion carried unanimously.

Dean Heilke thanked the Executive Council for their help and the meeting adjourned at 3:45pm.

Respectively submitted,  
Austin Fitts