

Pro Tip: Executive Council Review

The Executive Council of Graduate Faculty (ECGF), composed of faculty representatives from all of the Schools and the College, has an important role in the review of all appointments to the Graduate Faculty (GradFac), Graduate Studies award distribution, and select petitions for exception to Graduate Studies policy. They also play a key role in driving policy development. Their role in reviewing petitions and GradFac appointments is intended to provide fair and transparent faculty oversight while ensuring the continued strength and integrity of our graduate programs.

Here is what you need to know to help us facilitate this important work.

Scope of Petition and GradFac Review

ECGF reviews all GradFac nominations as well as select petitions for exceptions to Graduate Studies policy.* You will be notified when you submit your petition if it will be reviewed by the Council.

* Note for staff administrators: These include petitions submitted either via Admit (for admissions related) or via email to Graduate Studies.

Submitting your GradFac Nomination or Exception Petition

Departments and programs must submit GradFac nominations and complete petition materials with sufficient advance notice to allow for ECGF review. Graduate Studies must receive all information and materials by 8 a.m. on the Friday prior to the next scheduled ECGF meeting.

To best facilitate a timely review process, please be as thorough as possible in your submissions (including ensuring that all GradFac CVs are up-to-date) and submit as soon as you have the necessary information. If you are submitting a petition via email, please ensure your submission includes documentation of the School's or College's endorsement. Please refer to the November 26, 2019 edition of Grad Astra for more information on submitting a GradFac nomination.

ECGF Information and Schedule

The Council meets approximately every three weeks and the next meeting is scheduled for January 24, 2020.

Grad Students Rising

Eight graduate students will represent the University of Kansas Lawrence Campus at the [2020 Capitol Graduate Research Summit](#) (date and time below)

The summit provides an opportunity to showcase the quality of graduate research performed in the State of Kansas. This select group of graduate students will engage directly with education officials, members of State government, and the general public.

The graduate students presenting their research are:

- Sal Rahmani
- Swarnagowri Vaidyanathan
- Beth Rankin
- Gregory Leung
- Amirreza Zarnaghsh
- Noriko Nakamura
- Amilee Turner
- Andrea Garcia

Learn more about them and their research [here](#).

Exciting News, Save the Date!

Graduate Studies will make significant updates to the Graduate Studies website over Spring and Summer 2020. We hope to provide more comprehensive information about ECGF composition and activities, including a set of Bylaws currently being developed by the Council. In the meantime, please bookmark the current [Executive Council page](#). There you will find a list of current ECGF members, meeting dates, and the minutes of previous meetings.

ECGF Decisions

Beginning in Spring 2020, we will adhere to a new timeline for turnaround and communication regarding Council decisions.

Within two business days of meeting:

- The Graduate Faculty Database will be updated with new appointment information and the corresponding PTD form processed. In the event the Council denies a nomination for a Graduate Faculty appointment, this information will be communicated to the department contact via email.
- The outcomes of any urgent petitions will be communicated. “Urgent” means that delays could cause admission, progress to degree, or employment to be compromised.

Within five business days of meeting:

- The outcomes of any non-urgent petitions will be communicated.

Expedited Requests

In extraordinary circumstances, you may request expedited review by emailing Graduate Studies at grad-petitions@ku.edu with “Expedite” in the subject line. The Vice Provost of Graduate Studies will determine whether expedited review is warranted. Therefore, the email should include a clear statement of the policy exception sought, the justification, complete documentation, and the date by which the review decision is required. Please do not request expedited review unless the delay would create a significant negative impact on an admission decision, a student’s progress to degree, or employment. For an expedited process to work, all departments must make judicious use of this option. Please plan ahead so that your use of this option is limited to cases that truly warrant it.

Quick Tips:

Petition Email

Graduate Studies has a new email address dedicated solely to managing non-Admit petitions! Any petitions not related to admissions should be sent to grad-petitions@ku.edu. These petitions will be reviewed by the Executive Council of Graduate Faculty, as described above.

**2020 Capitol
Graduate Research
Summit**
*Wednesday, Feb.
26th
10:00 a.m. to 1:00
p.m.
1st floor Rotunda,
State Capitol
Building in Topeka,
Kansas.*

Doctoral Hooding Website

There's a new website for the Doctoral Hooding Ceremony! Please visit and bookmark doctoral-hooding.ku.edu for the latest information about the May 2020 ceremony.

Harry S. Truman Good Neighbor Award

The Harry S. Truman Good Neighbor Award Foundation has invited the University of Kansas to submit nominations for the [Sherman and Irene Dreiseszun Scholarships](#), which are focused on the fields of international relations and public service, with a special emphasis on conflict resolution. Nominees must be KU graduate students pursuing courses of study in the general areas of international relations and diplomacy. Nominees may be either US citizens or foreign nationals and must demonstrate potential for a career in or contribution to international service.

Two (2) scholarships of \$5000 each are available for the fall 2020 semester. Departments are invited to submit their nominations via [this link](#). Each department may nominate up to two (2) students, ranking them first and second. The nomination deadline is **5 p.m., Tuesday, February 18th, 2020**.

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