

Executive Council of Graduate Faculty

Minutes for 18 December 2015

Present: Dean Michael C. Roberts (Chair), Norman Akers, Monica Biernat, Ben Chappell, James Daugherty, Apurba Dutta, Ahreum Maeng, Mahbub Rashid, Milena Stanislavova, Assistant Dean Amanda Ostreko (Staff), Amber Roberts Graham (Staff)

Absent: Mahasweta Banerjee, Aaron Clopton, Scott Reinardy, Paul Scott, Michael Werle (Ex Officio),

Also present: Giselle Anatol

Called to Order: 2:03 pm

Announcements

10 Minutes

- It's Catalogue editing season again: we are asking the Schools to submit their pages by 15 January for review by the Office of Graduate Studies. We encourage Schools to set internal deadlines to ensure that units and departments give the School-level review ample time.
 1. We will be sending a notification email to the Schools and College, but please also notify the units you represent - it doesn't hurt to get the information out several ways and remind people.
 2. If there are any technical glitches or problems using the system, please let Amber know so she is aware of any potential delays. She may also be able to help connect catalogue editors with the right person to assist with technological problems.
- The policy proposals reviewed this fall by the Executive Council are at various stages of circulation and further development. They will be brought back for final Executive Council approval as soon as possible.
 - Parental Accommodation
 - 18-Hour Post-Comprehensive Enrollment

Review of Minutes

5 Minutes

- 20 November 2015 pp. 3-4

The minutes of the previous meeting were approved.

New Program Proposals

20 Minutes

- BA/MA Track in English pp. 5-8
 - *Representative: Professor Giselle Anatol*
 - Professor Anatol introduced a new Fast-Track BA/MA proposal in English and fielded questions.

Administrative Discussion**15 Minutes**

- Encouraging Digital Scholarly Presence among Graduate Students
 - *Representative: Dean Michael C. Roberts*
 - ie: Orcid, Academia.edu, ResearchGate, and LinkedIn
 1. Dean Roberts asked for the Council's feedback about whether and how we can or should encourage graduate students to establish a digital scholarly presence early in their graduate careers, even at the time of admission. Doing so will likely benefit them as scholars and help the university track graduates.
 2. The Council discussed the various options, offered feedback, and suggested some preferred approaches.
- Use of GRE Scores in Graduate Admissions
 - *Representative: Dean Michael C. Roberts*
 - The Educational Testing Service has issued guidelines and handouts concerning the best practices for incorporating GRE scores as one component of admissions evaluation criteria.
 - The ETS has produced a brochure about using GRE test scores, which is available here: http://www.ets.org/s/gre/pdf/gre_revised_general_test_brochure.pdf
 - Thorough guidelines for using scores are published on the ETS website: http://www.ets.org/s/gre/pdf/gre_guide.pdf
 - A quick guide to common score use mistakes is available here: https://www.ets.org/s/gre/pdf/infographic_5_mistakes.pdf
 1. The Council expressed interest in the materials from ETS and in exploring how to use GRE scores more effectively in holistic admissions processes.
- ECGF Chair Pro Tem
 - *Representative: Dean Michael C. Roberts*
 1. Dean Roberts asked whether it is necessary to establish an expectation regarding a Chair Pro Tem in the event that he is unable to attend a meeting of the Executive Council of Graduate Faculty. Under the current structure, it would not be possible for the ECGF to convene and conduct business in his absence.
 2. Following discussion, the Council recommended that Dean Roberts should appoint one of the Council members to chair if he must be absent for a scheduled meeting.

Policy Proposals**10 Minutes**

- Emeritus Status for Graduate Faculty pp. 9-10
 - *Representative: Amber Roberts Graham*

- The Council members reviewed the latest version of the draft policy, and offered some additional edits.
- Once those edits are in place, the Council approved the draft for stakeholder review.

Program Proposal Vote

- The Council discussed the program proposal for a new Fast-Track BA/MA in English as presented by Professor Giselle Anatol.
- The Council voted unanimously to approve the proposal, pending a few minor edits.

Adjourned: 2:51 pm

Next Meeting: 29 January 2016 at 2:00 pm