

## Executive Council of Graduate Faculty

Minutes for 14 April 2017

**Present:** Dean Michael C. Roberts (Chair), Norman Akers, Monica Biernat, Debra Hedden, Marie-Alice L'Heureux, Scott Reinardy, Paul Scott, Milena Stanislavova, Sherrie Tucker, Michael Werle (Ex Officio — by Phone), Sara Wilson, Assistant Dean Amanda Ostreko (Staff), Amber Roberts Graham (Staff)

**Absent:** Mahasweta Banerjee, Thomas DeLuca, Apurba Dutta, Ahreum Maeng

**Also present:** Robert Walzel, Susan Gay, Linda Talleur, Patrick Dooley

**Called to Order: 14:00**

### Announcements

- The Parental Accommodation Policy has been published.
  1. Technical difficulties prevented publication of new policies and policy updates in the Policy Library for several weeks.
  2. This policy was published on 11 April and is now live.
- Registration for Hooding has closed.
  1. GS staff are busy allocating and distributing tickets. Ticket pick-up was scheduled this week so most students already have their tickets in hand. We will be contacting the rest to arrange for alternate delivery or pick-up.
  2. The Deans collaboratively decided to allocate extra tickets using a lottery system. The priority deadline to enter the lottery has also passed and the extra tickets have been distributed. Students may continue to join the lottery at any time in case more tickets become available.
- Terms Ending in 2017
  - Three Council members have terms ending in May 2017 (our next and final meeting for this academic year):
    - \* Monica Biernat — CLAS, Social Sciences
    - \* Scott Reinardy — School of Journalism
    - \* Sara Wilson — School of Engineering
  - We would welcome their continued participation for a renewed term, or will assist them in finding a replacement as appropriate.

### Review of Minutes

- 10 March 2017

The minutes have been edited to clarify a change to how Hooding tickets would be distributed. This change was made after the announcement at the 10 March meeting, so these minutes reflect the new process. The minutes of the previous meeting were approved.

## New Program Proposals

- Graduate Certificate in Music Performance
  - *Representative: Robert Walzel*
  - Dean Walzel introduced a new Graduate Certificate proposal in Music Performance and fielded questions.
    1. The Council discussed admission requirements, program structure and duration, English proficiency requirements, grading, and degree requirements.
  
- Graduate Certificate in Book Arts
  - *Representative: Linda Talleur and Patrick Dooley*
  - Ms. Talleur and Mr. Dooley introduced a new Graduate Certificate proposal in Book Arts and fielded questions.
    1. The Council discussed the increasing demand for programs like this, cross-disciplinary collaborations among faculty and students, and opportunities for recruitment as well as study abroad.
    2. The Representatives brought several examples of impressive student work for demonstration.

## Departmental Exception Petition

- Curriculum & Teaching: Multi-Term Lecturers Chairing Master's Exams
  - *Representative: Susan Gay*
  - Professor Gay introduced the exception request and fielded questions. She clarified that the petition is only to allow these lecturers to chair examinations for online master's students, not on-ground students.
  - Exceptions of this nature have some precedent at KU. Following the Master's Student Oral Exam Committee Composition policy's last round of revisions, seven departments were granted exceptions that would allow "approved professional master's degree programs . . . . to utilize professors of the practice, clinical faculty, and/or research faculty" in any role on master's committees, including committee chair. Please see <https://policy.ku.edu/graduate-studies/masters-oral-exam-committee-composition> for the policy language and existing exceptions.
    1. The Council discussed faculty workloads, lecturer job descriptions and responsibilities, performance review metrics, and compensation.
    2. The Council also discussed faculty credentialing in light of the new requirements from the Higher Learning Commission and how these lecturers might be evaluated.
    3. The Council discussed the format of exams and expectations for theses or other final projects, and the role that chairs were expected to play in the development of the student's learning, committee management, and examination.

4. The Council enquired whether the lecturers had been involved in the development of this proposal and the extent to which they are engaged participants in departmental governance, faculty meetings, etc.
5. The Council discussed a potential requirement that at least one member of each committee should be tenured or on the tenure track.

## Votes

- Graduate Certificate: Music Performance
  - The Council voted unanimously to approve the certificate proposal.
- Graduate Certificate: Book Arts
  - The Council voted unanimously to approve the certificate proposal.
- C & T Petition: Multi-Term Lecturers Chairing Master’s Exams
  - The Council voted to table the petition for further discussion.

## Policy Proposals

- Application Fee Uses
  - Second Reading and Discussion
    1. Dean Roberts introduced this policy revision and gave an update on its status. It has been circulated for stakeholder review and feedback. The goal of these revisions is to make the policy broader and more flexible in meeting units’ recruitment needs.
    2. The stakeholders, including the Deans, Associate Deans, and Comptroller’s Office, asked the following questions:
      - “Does the policy also allow for the creation and printing of recruitment documents (brochures, flyers, billboards, etc.)?”
      - “Why do there need to be any restrictions on how we use these funds? Are there legal restrictions based on how the money is being generated? If not, why restrict their use at all? I certainly use funds from an array of sources to support recruitment activities. Seems to me those units generating the funds should determine how they want to use them. Again, if there are legal restrictions, that is one thing. If not, allow us complete leeway.”
      - “Who will police the policy?”
      - “What are the consequences for not following the policy?”
      - “Previous published guidelines also listed specific items that graduate application fees could not be used for — in the discussions related to this policy draft was there a reason for not continuing to list ‘unallowable items’?”
      - Procedurally, the budget office prefers a simpler statement granting leeway to the schools in determining appropriate uses.
    3. Two alternate potential drafts were discussed.
    4. The new draft further liberalizes allowable uses of these funds.
    5. SSCs will check compliance with state law and KU will review any internal discrepancies through an annual audit process.

## **Votes**

- New Policy Proposal: Application Fee Uses
  - The Council voted unanimously to pass the newest revision to the policy.

## **Administrative Discussion**

- The Council requested a discussion of whether students should be able to attend graduate examinations, including final defenses, remotely using mediated means.
  1. The Council agreed this should be a high-priority discussion for summer 2017, with the goal of analyzing data collected over the past several years and developing a policy draft for review in the fall.
  2. The Council recommended reviewing a policy currently held by the KU Medical Center on this topic.