

Executive Council of Graduate Faculty

Minutes for 23 February 2018

Present: Dean Michael C. Roberts (Chair), Norman Akers, Mahasweta Banerjee, Apurba Dutta, Marie-Alice L'Heureux, Ashley Muddiman, Scott Reinardy, Peter Welsh, Assistant Dean Amanda Ostreko (Staff), Amber Roberts Graham (Staff), Jessy Carolina Ayestas Hernandez (Staff)

Absent: Thomas DeLuca, Debra Hedden, Sherri Tucker, Ahreum Maeng, Milena Stanislavova, Michael Werle (Ex Officio), Herb Tuttle

Called to Order: 14:-5

Announcements

- The suite of policy revisions concerning non-degree-seeking students has been submitted for review and approval by the Senior Vice Provost for Academic Affairs.
- The Capitol Graduate Research Summit had to be rescheduled due to inclement weather.
- Graduate Studies may be a resource for units interested in exploring potential agreements with other undergraduate-focused institutions to develop pipelines.
 1. One proposal currently being explored with William Jewell has the potential to offer co-enrollment to their seniors as if they were KU students and offer full graduate admission at KU upon completion of the undergraduate degree elsewhere.
- Graduate Studies has been promoting the Graduate Student Emergency Fund. It was our listed priority during the One Day, One KU fundraising event on 20 February.
 1. The Emergency Fund received over \$7,000 in direct donations.
 2. An additional \$6,000 was put up as a challenge grant.
 3. As soon as the money arrives in the budget, we will be opening the application to distribute it. We now have the base amount we need to be able to do so.
 4. We also noted through the One Day, One KU process that other units were also prioritizing their own, internal emergency funds for graduate students. Social Welfare's, at least, was also successful.
- Graduate Studies is also beginning conversations with Student Affairs about a possible partnership to address food insecurity among students.

Review of Minutes

- 26 January 2018
The minutes of the previous meeting were approved.

Policy Proposals

- Revision: Graduate Student Oral Exam Attendance
 - Third Reading

- Based on the Council’s feedback during the January meeting, the revision has been updated to indicate a majority of committee members must be physically present at the exam.
 - Based on the Council’s feedback, the policy has also been updated to require school-level endorsement of petitions for exception.
 - During the review process, a statement in the Exclusions section was updated to better reflect current practice and improve flexibility in meeting the needs of students and committees.
 - The Office of the University Registrar has confirmed the answer to a question the Council asked in January. Graduate Studies has the authority to determine enrollment requirements for students who experience technical failure of mediated attendance and cannot reschedule the exam before the graduation deadline.
 - The Council discussed whether, in cases of petition of exception, an expected notification timeline should be added to the policy. The Council agreed to revise the language in order to state an expected timeline for notification.
- Revision: Academic Probation
 - First Reading
 - Stakeholder feedback on the suite of revisions concerning Non-Degree-Seeking students identified this policy’s need for updates to reflect the changes made to the Good Academic Standing policy.
 - The proposed revisions clarify KU’s existing application of academic probation.
 - The proposed revisions also update the policy to reference the Good Academic Standing policy, which did not exist when this policy was last written and revised.
 - The proposed revisions clarify that, except in the case of GPA, departments and programs must notify the graduate division when a student needs to be placed on probation.
 - Currently, the policy only specifically identifies a GPA below 3.0 as grounds for academic probation but this is not consistent with institutional practice. Current practice applies academic probation to any student who fails to make satisfactory academic progress toward a degree or to maintain good academic standing.
- Policy “Retirement”: Admission Procedures
 - First Consideration
 - Housing procedures in the Policy Library is a holdover practice from when the entire academic catalogue was imported into the Policy Library as a foundation. Since then, Graduate Studies has tended to maintain procedural documentation outside of the Policy Library, so it is easier to ensure currency and timely updates.
 - Graduate Studies proposes retiring the Procedures policy, moving procedural information to a new, comprehensive web page and moving policy information into existing policies where it makes logical sense. The existing policy was heavily revised in recent months but not reviewed for publication in the Policy Library. The revised language, included in the agenda, will be posted on the website.
 - Highlighted margin notes indicate the statements that will migrate into other policies in the Policy Library as part of the retirement process.
 - The Compliance Office has reviewed this proposal and finds it sound.
 - Policy statements in the Procedures policy are minimal. There are three that Graduate Studies must consider moving.

1. An explicit statement that KU sends applicants the official notifications of their admission decisions. This will move into the Admission to Graduate Study policy.
 2. An explicit statement that admission to a graduate program does not imply candidacy for an advanced degree. This will move into the Doctoral Candidacy Policy.
 3. An explicit statement that previous admission does not guarantee re-admission to a program in cases where a student is required to re-apply.
- Revision: Doctoral Candidacy
 - First Reading
 - This proposed revision is necessary for the retirement of the Admissions Procedures policy.
 - The revision proposes adding a clarification that admission to graduate study does not imply candidacy for an advanced degree.
 - Since the policy is open for revision, Graduate Studies proposes updating the discussion of committee composition requirements with a reference to the Doctoral Oral Exam Committee Composition policy.
 - Revision: Admission to Graduate Study
 - First Reading
 - This proposed revisions are necessary for the retirement of the Admissions Procedures policy.
 - This revision adds an explicit statement that KU sends applicants the official notifications of their admission decisions.
 - The Council discussed how this language maps onto current admissions processes.
 - The Council also recommended adding a statement to this policy notifying applicants that previous admission does not guarantee re-admission if they must re-apply.
 - Discussion: English Proficiency Requirements for Admission to Graduate Study
 - The Applied English Center has made its recommendation in response to faculty requests to expand the list of countries where completion of a post-secondary degree is recognized as proof of English proficiency.
 - The Council discussed the recommendations and offered guidance.
 - The Council enquired about the rationale for looking into the list and possible changes.
 - The Council discussed the situations in which the country list may be used to demonstrate English proficiency for admission, as opposed to a test score.
 - The Council discussed the check-in process and other potentially burdensome hurdles for newly-arrived international students.
 - The Council discussed the KU Medical Center’s approach as a point of comparison.

Further Discussion

- The Council discussed processes for evaluating applicants and disbursing funds through the Graduate Studies scholarship, fellowships, and awards.

Votes

- Policy Revisions
 - Graduate Student Oral Exam Attendance: Passed unanimously

Adjourned: 15:01