

Executive Council of Graduate Faculty

Minutes for 28 September 2018

Present: Dean Michael C. Roberts (Chair), Thomas DeLuca, Debra Hedden, Tien-Tsung Lee, Marie-Alice L'Heureux, Yan Li, Joshua Miner, Tarun Sabarwal, Ed Scanlon, Andrew Short, Sherri Tucker, Herb Tuttle, Mike Wilkins, Michael Wolfe, Assistant Dean Amanda Ostreko (Staff), Amber Roberts Graham (Staff), Jessy Carolina Ayestas Hernandez (Staff)

Absent: Michael Werle (Ex Officio),

Called to Order: 13:59

Announcements

- Dean Roberts announced the Kansas Board of Regents' recent policy change that will report graduate students as full-time students only if they are enrolled in at least 12 credit hours per semester. The differences in reporting calculations may make it look like there are significantly fewer full-time graduate students at KU, since nine hours is the minimum for full-time enrollment. .

Review of Minutes

- 7 September 2018
The minutes of the previous meeting were approved.

Budget Discussion

- Dean Roberts provided further clarification of details and the implications of these cuts for the Office of Graduate Studies. In short, the Office of Graduate Studies took three separate budget cuts in Spring 2018: a direct cut to the Chancellor's Doctoral Fellowship, a direct cut in the funding provided by the Office of Research, and the university-wide, 6% budget cut announced in May.
- The Graduate Studies bill for the 6% cut is \$114,000. The Office has already paid the 'cash back' portion for fiscal year 2019. The Office has not yet fully determined how the cuts will be reflected in future base budgets.
- For the 2018-2019 academic year, Graduate Studies will have to cut one fellowship this year. Unless the Office sees additional relief, it is likely that the base budget adjustment will require the sacrifice of two fellowships.
- The university-wide, 6% budget cut also meant the Office was not able to back-fill or re-arrange funding to limit the impact of the Office of Research cuts, which the Office would probably have done, otherwise.
- The cuts to the Chancellor's Doctoral Fellowship were so significant there was no choice but to substantially restructure the Fellowship program.
- The Student Senate has appointed a very good director for this year who will be helpful with advocacy for graduate students' needs.

- She is working directly with Student Senate, which has student fee money to allocate each year.
 - Last year, the Office of Graduate Studies was successful in its efforts to reinstate the funding for graduate student travel in the Student Senate budget, allowing for disbursement of those funds during the 2018-2019 academic year. The new Graduate Affairs director, this year, will continue to work for even more funding allocation for graduate-student support, since graduate students make up about 25% of the student body but do not receive 25% of the Student Senates fee money.
 - This is the first year in quite a while that all seats available to graduate student senators have been filled. This demonstrates increased activity and interest in student governance among graduate students.
- Application Fees and Graduate Student Recruitment
 - The Office recognizes that, in many cases, these funds represent a department’s sole source of support for graduate-student recruitment.
 - The Office periodically reviews how these funds are allocated and disbursed. Most recently, the process was streamlined by providing an annual budget to each school and semi-annual disbursements. The fall 2018 disbursement has already been made.
 - In addition to the disbursements received by departments, the application fees collected fully support the staff and operations of the Graduate Admissions office.
 - In light of the budget cuts as well as a significant drop in applications, it is necessary to review this process again before making the scheduled disbursement in January 2019. One idea is an application-based process for distributing the funds: the Office circulated a draft of what such an application form might look like.
 - The Council discussed the need and the draft form provided.
 - * Council asked whether a new process would be permanent, what is broken now, and why it needs to change.
 - * They commented that an application process would increase the workload for all involved and wondered whether smaller sums might be disbursed to the units instead, using the current process. They also discussed whether the size of the potential disbursements would affect whether the current process is worthwhile.
 - * They discussed various types of recruitment activities and whether the same funding models were appropriate for all of them.
 - * The Council explored ideas for integrating the recruitment of under-represented minority students more comprehensively in all activities.
 - * The Council asked whether there are accountability standards currently in place for the departments’ use of these recruitment funds.
 - * The Council discussed how applications and proposals would be evaluated, under that process, and what criteria would apply.
 - * The Council discussed the importance of substantive and on-going planning for proactive recruitment of under-represented minority students.

Review of Changes to the GTA Memorandum of Agreement (MOA)

- Major areas of change include:
 - Salary
 - Appointments
 - Working Conditions

– Policy Initiatives as a result of these changes

- Members and other faculty involved with graduate student teaching are strongly encouraged to review the new [MOA](#).

Policy Proposals

- Professionalism and Behavioral Expectations in Graduate School
 1. Dean Roberts introduced an initiative to develop a policy on mentorship in graduate education and invited the Council's guidance and feedback.
 2. This will be one of two policies issued together as a package: the other will address good mentoring and guidelines for graduate faculty.
 3. The intention is to develop two succinct policies in parallel as well as a body of more flexible guidance material and discussion of best practices on the Graduate Studies website.
 4. The Vice Provost for Faculty Development has indicated an interest in partnering on the mentorship initiative.
 5. The Council discussed the ways in which professionalism, mentorship, and advising relate.

Adjourned