

Executive Council of Graduate Faculty

Minutes for 1 February 2019

Present: Interim Dean Audrey Lamb (Chair), Thomas DeLuca, Chris Johnson, Tien-Tsung Lee, Marie-Alice L'Heureux, Joshua Miner, Tarun Sabarwal, Andrew Short, Sherri Tucker, Michael Werle (Ex Officio), Mike Wilkins, Michael Wolfe, Assistant Dean Amanda Ostreko (Staff), Amber Roberts Graham (Staff), Jessy Carolina Ayestas Hernandez (Staff)

Absent: Yan Li, Ed Scanlon, Herb Tuttle

Called to Order: 14:04

Announcements

- Dean Lamb introduced herself and asked the same of Council members and staff.
- Dean Lamb requested changing the Council's meeting times to 3:00 p.m. on the scheduled Fridays. The Council agreed.
- Assistant Dean Ostreko reminded Council members that any questions, suggestions, or feedback about Master's Program Profiles and Doctoral Program Profiles should be submitted to her or to OIRP by next week. OIRP will be producing this year's profiles in February and March, so this would allow them to accommodate any requests.
- Interim Provost Lejuez announced last week the composition of a new Graduate Studies Advisory Committee (GSAC) to consider the future of Graduate Education at KU.
 - GSAC will be chaired by Interim Dean Lamb. Her role will be to guide the subcommittees in meeting their deadlines and to support their work but she will not directly influence the content of their discussions or recommendations. Once the committees have developed their recommendations and Provost Lejuez determines a strategic direction, she will be responsible for implementing any changes.
 - GSAC will be composed of two subcommittees evaluating different hypotheses about what graduate education at KU should be, going forward. The Refresh committee will consider ways to update and reinvigorate the current structure of Graduate Studies. The Reimagine committee will consider ways of restructuring Graduate Studies to be more effective. More information is available online at:
<http://provost.ku.edu/graduate-studies-advisory-committee>
 - GSAC met as a whole group (more than 30 people) this week to begin the process. The subcommittees will continue to meet before another all-hands meeting in March.
 - Four Executive Council members have agreed to serve on the GSAC subcommittees.
 - * Tien-Tsung Lee – Re-Imagine
 - * Mike Wilkins – Re-Imagine
 - * Tarun Sabarwal – Refresh
 - * Mike Werle – Refresh

If you have feedback you would like to share with the GSAC subcommittees, please let one of them know.

- The Council discussed the valuable role played by Graduate Studies and how restructuring the office might modify the Council’s role, as well.
- Dr. Roberts Graham provided updates concerning the GTA Policy Work Groups.
 1. With respect to the proposal put forward in the fall by the GTA Term Limits work group. It went out for Stakeholder Review last week with feedback due back next Friday, 8 February. Council should expect to review the feedback and another draft at the March meeting.
 2. The GTA Grievance Resolution Committee work group was temporarily suspended due to GTAC concerns about its purpose and membership. Human Resource Management has scheduled the work group to resume this month.
- Assistant Dean Ostreko provided an update on Graduate Studies’ Campus-Wide events held this week. Particularly exciting points of note include OIRP’s new, robust dashboard for working with doctoral retention data, the Provost’s commitment of additional funds to Student Senate’s Educational Opportunity Childcare Grant, and Graduate Studies’ “One Day. One KU.” fundraising initiative to benefit the Graduate Student Emergency Fund. Partner units on campus, including the Provost’s Office and KU Athletics will develop plans to match funds.
- Assistant Dean Ostreko provided Doctoral Hooding Ceremony reminders.
 - Hooding will take place at 7:30 p.m. on Saturday the 18th of May.
 - Students must register to participate in the Doctoral Hooding Ceremony in May. Registration is now open online but students who have applied to graduate will receive an invitation to register during the week of the 4th of March. The priority registration deadline is Monday the 11th of March.
 - In order to be included in the event program and to receive informational emails about Hooding, students **must** file their Application for Graduation (AFG) in Enroll & Pay no later than the 1st of March. There is no penalty for rescinding the AFG after that date; if they are unsure whether they want to walk, they should file the AFG by the 1st of March.
- Graduate Studies will begin a regular newsletter (probably monthly) to share information about academic affairs issues, policies, and processes. The first issue will clarify the expectations for graduate exam committees, especially options for departments wishing to involve members from outside KU. It will include one small change in interpretation that grants greater flexibility to departments: KUMC faculty are authorized to serve as the Graduate Studies Representative on Lawrence-campus committees.

Review of Minutes

- 14 December 2018
The Council requested additional time to review the minutes and provide any feedback electronically next week.

New Program Proposals

- Graduate Certificate in Construction Management

- Graduate Studies was unable to identify a representative who could attend this meeting.
- The Council discussed tabling the proposal until the March meeting so that a representative may be able to attend.

Policy Proposals

- Master’s Student Oral Exam Committee Composition
 - **First Review**
 - This proposal was developed at a request from the College to clarify confusion about when departments must meet the committee composition expectations.
 - Graduate Studies proposes adding a statement to clarify that any culminating and comprehensive final examination required for graduation (as opposed to a comprehensive exam in a course) must adhere to the committee composition rules set out in this policy.⁰
 - The Council discussed whether this should be handled as a technical edit or through the governance review process.
- Master’s Degree Requirements
 - **First Review**
 - This proposal was developed at a request from the College to clarify confusion about the accreditation requirements for master’s curricula.
 - Graduate Studies proposes adding a sentence stating that KU follows the standards and regulations set by the Higher Learning Commission (HLC). As such, all master’s degree programs must be made up of at least 50% courses that were designed for graduate credit. At KU, that means courses at the 700 level or above.
 - The Council discussed whether this should be handled as a technical edit or through the governance review process.

New Business

- The Council discussed implementation of best practices in maintaining the security of admissions information by updating internal processes.

Vote

- Graduate Certificate in Construction Management – The vote was tabled until the March meeting to allow representative to attend.
- Policy Revision: Master’s Student Oral Exam Committee Composition – The Council elected to pursue this as a technical edit.
- Policy Revision: Master’s Degree Requirements – The Council elected to pursue this as a technical edit.

Adjourned: 14:53

Next Meeting: 1 March 2019 — 3:00 pm in 210 Strong Hall