Graduate Faculty Executive Committee Orientation PowerPoint

Graduate School Dean Bill Karpus
The Graduate School (a primer)

LEADERSHIP
Dean of the Graduate School – William Karpus
Associate Dean - Daniel Kleinman
Associate Dean – TBA
Assistant Dean of Academic Planning and Assessment – Marty Gustafson
Assistant Dean of Admissions and Academic Services – vacant
Assistant Dean of Diversity, Inclusion and Funding – LaRuth McAfee
Assistant Dean of Professional Development and Communications – Alissa Ewer

The Graduate School balances local expertise and autonomy of programs (recruitment funds, fellowships & funding, admission review and recommendations) with leadership expertise of the Graduate School administration (partnerships with minority-serving institutions, streamlined admissions processes, student services, retention programs, degree processing).
Graduate Faculty Executive Committee Functions

- **Approve** new/changing graduate programs
- **Review** existing graduate programs
- **Set** minimum graduate policy standards (admissions, degree requirements)
- **Engage in** strategic planning discussions (educational innovation, accreditation, student development initiatives)
- **Review** student appeals (v. rare)

*defined by Faculty Policies and Procedures 3.07.*
Graduate Faculty Executive Committee Membership

- Faculty membership representative of divisions, departments, and school/college
- 4-year terms

*Please let the Graduate School know as soon as possible if you anticipate an absence or sabbatical.

<table>
<thead>
<tr>
<th>GFEC Member</th>
<th>Last Year on GFEC</th>
<th>Division</th>
<th>Department/Admin Unit</th>
<th>S/C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Susan Thibeault</td>
<td>2015-16</td>
<td>BIO</td>
<td>Surgery</td>
<td>SMPH</td>
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<tr>
<td>Robert Howell</td>
<td>2015-16</td>
<td>HUM</td>
<td>German</td>
<td>L&amp;S</td>
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<td>Duncan Carlsmith</td>
<td>2015-16</td>
<td>PHY</td>
<td>Physics</td>
<td>L&amp;S</td>
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<td>Lisa Martin</td>
<td>2015-16</td>
<td>SOC</td>
<td>Political Science</td>
<td>L&amp;S</td>
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<tr>
<td>Mary Louise Gomez</td>
<td>2016-17</td>
<td>SOC</td>
<td>Curriculum &amp; Instruction</td>
<td>SoE</td>
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<tr>
<td>(Luis) Fernando Tejedo-Herrero</td>
<td>2016-17</td>
<td>HUM</td>
<td>Spanish and Portuguese</td>
<td>L&amp;S</td>
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<td>Jose Pincheira</td>
<td>2016-17</td>
<td>PHY</td>
<td>Civil &amp; Environmental Engineering</td>
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<td>Cynthia Czajkowski</td>
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<td>Kirsten Wolf</td>
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<td>Scandinavian Studies</td>
<td>L&amp;S</td>
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<td>Michael Graham</td>
<td>2017-18</td>
<td>PHY</td>
<td>Chemical &amp; Biological Eng</td>
<td>Engr</td>
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<td>Tracy Schroepfer</td>
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<td>SOC</td>
<td>Social Work</td>
<td>L&amp;S</td>
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<td>Caroline Alexander</td>
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<td>BIO</td>
<td>Oncology</td>
<td>SMPH</td>
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<td>Kristin Eschenfelder</td>
<td>2018-19</td>
<td>SOC</td>
<td>Library and Information Studies</td>
<td>L&amp;S</td>
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<tr>
<td>Nicole Perna</td>
<td>2018-19</td>
<td>BIO</td>
<td>Genetics</td>
<td>CALS</td>
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<tr>
<td>Patricia Rosenmeyer</td>
<td>2018-19</td>
<td>HUM</td>
<td>Classical and Ancient Near Eastern Studies</td>
<td>L&amp;S</td>
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<tr>
<td>To be announced</td>
<td>2018-19</td>
<td>PHYS</td>
<td>TBA</td>
<td>TBA</td>
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<td><strong>Associate Dean(s) of Graduate School</strong></td>
<td><strong>Ongoing</strong></td>
<td><strong>n/a</strong></td>
<td><strong>Graduate School</strong></td>
<td><strong>GS</strong></td>
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<tr>
<td><strong>Dean of the Graduate School (Chair)</strong></td>
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Graduate Faculty Executive Committee (GFEC) Meetings

• Discussion of Agenda Item (Approvals, Program Reviews, Discussion Items)

• *Conflict of interest*:
  • Speaking: Please ensure you disclose relationship to program before commenting on proposal/review
  • Member should vote “abstention” if relationship to program presents a conflict of interest

• Motions and Voting
  • The Dean will call for a Motion to Approve (motion must be moved and seconded).
  • After Motion to Approve passes, the Dean will invite opportunity for Further Discussion, then a Vote
  • Approval of an action requires more than half of the votes cast

• [Meeting Schedule]
New and Changing Programs: Governance Approval Flow

Program/Department Faculty Executive Committee

School/College Academic Planning Council (APC)

Graduate Faculty Executive Committee (GFEC)

University Academic Planning Council (UAPC)
What the GFEC looks for in a strong program proposal

- Robust **market and student demand** that warrants the new program
- Program’s support structure has **ample resources** for the program, including comprehensive plans for **student services** and **advising resources** (without harming existing programs)
- Program has detailed a **high-quality educational experience** for students
- The addition of the program **reinforces the high-caliber UW brand**
- The proposed program is **not redundant** with existing UW-Madison programs
- Degree requirements are **in compliance** with institutional policy and best practices
Provost charges Dean of School/College to conduct review

Dean of School/College arranges for a program self-study

Dean of S/C asks Graduate School for GFEC member to serve as member of review committee

External review committee (including GFEC member) perform the external review, create a report with findings and recommendations

GFEC member prepares presentation for GFEC’s acceptance of review

School/College APC accepts the review, send on to GFEC and UAPC

Review goes to Provost/UAPC as a matter of automatic consent

Provost provides annual report of program reviews to UW System
GFEC Program Review ensures tangible improvements to graduate programs

The GFEC member assigned to the graduate program review reports to the GFEC the strengths, concerns and review committee recommendations regarding the program. As a result of program review recommendations, programs develop:

- Recognition and encouragement to continue providing the unique strengths and successes of the program
- Improved time to degree (TTD)
- Expanded professional development & career exposure for students
- Engaging program climate for students
- Program-specific intentional changes in program size
- Improved fellowship and funding student support
- Cultivation of a more diverse student and program body
- Fruitful student advising practices
- Clear rules and expectations for students’ satisfactory progress (creation of student handbooks)
- Student learning goals and program assessment activities
- Enhancements to program governance
- Mergers/elimination of programs
Graduate School Academic Planning Council
Graduate School Academic Planning Council (GSAPC)

The GSAPC advises the Dean of the Graduate School on policy and budgetary planning and presents faculty views and opinions to the dean. It also has the responsibility of assisting the graduate faculty in understanding budget and policy decisions and constraints. GSAPC considers subjects such as:

- Program review and future development or contraction of graduate programs
- Allocation of flexible resources to various uses, such as fellowships
- Appointments of committees of the Graduate School

2015 – 2016 GSAPC Membership

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GSAPC Meeting Schedule
Graduate School Data Overview
Fall Semester Enrollment of All Domestic, Ethnic Minorities

Number of Students

Years