University of Wisconsin-Madison  
Graduate Faculty Executive Committee  
1:30 pm – 3:30 pm, Room 350 Bascom Hall  
October 10, 2014

MINUTES

Members Present:  Wendy Crone, Caroline Alexander, Duncan Carlsmith, Cynthia Czajkowski, Ted Golos, Mary Louise Gomez, Michael Graham, Robert Howell, Daniel Kleinman, Pamela Potter, José Pincheira, Tracy Schroepfer, Fernando Tejedo, Susan Thibeault

Members Absent:  Brian Gould, Stephen Quintana, Kevin Shinners, Kirsten Wolf

Guests:  Ian Coxhead, Barbara Forrest, Marsha Mailik, Bill Provencher

Staff:  Alissa Ewer, Kelly Haslam, Elena Hsu, Jennifer Martin, Kathi Matthews-Risley, LaRuth McAfee, Linda Scholl

Interim Dean Wendy Crone called the meeting to order.

The minutes of September 12, 2014 were approved as written.

Information Items:

1. Interim Vice Chancellor for Research and Graduate Education Marsha Mailik provided an update to the GFEC regarding the split to the leadership positions in the Graduate School and creation of two new positions: a Vice Chancellor for Research and Graduate Education, and a Dean of the Graduate School. Mailik informed the GFEC that a new governance group named the University Research Council will be created to serve the Office of the VCRGE and research centers under its purview. It is planned that the University Research Council will first appoint members from the research community on campus for one, two, and three-year terms; as members leave the committee they will be replaced with new members that have been voted in by University governance processes.

2. Interim Dean Wendy Crone presented the memo titled Changes to Graduate School Structure and Staff. The memo notes the creation of the Office of the Vice Chancellor for Research and Graduate Education and its relation to the Graduate School, and details personnel changes related to the roles of the former Associate Deans in the Graduate School. The Graduate School offices of Academic Planning & Assessment, Admissions & Academic Services, Diversity, Inclusion & Funding, and Professional Development & Communication will continue to provide graduate education support and expertise to campus.

3. Associate Dean Daniel Kleinman spoke to the GFEC regarding the Ad Hoc Committee on Graduate School Restructuring. Members of the committee represent each of the four divisions. The committee, chaired by Kleinman, will participate in a series of meetings in fall 2014; the committee members will meet with various groups and stakeholders across campus to work through the details of restructuring, and provide direction for graduate education into the future. Associate Dean Kleinman asked the GFEC
members to please let the committee know if they have suggestions regarding who the committee should contact in their fact-finding charge.

4. Assistant Dean Alissa Ewer spoke to the GFEC regarding the planned Scholarly Publishing Symposium event; hosted by the Graduate School, the event will create a space for a campus-wide conversation regarding the way graduate students and early-career faculty approach publishing decisions. The Scholarly Publishing Symposium is scheduled for October 30, 2014 in the Pyle Center; registration is already full, but Ewer encourages those interested in attending to register on the waitlist. Any relevant and available materials will be posted online after the event. Ewer and her team hope to offer the event annually.

5. Assistant Dean Kelly Haslam re-presented the Graduate Program Handbook Template (available in the Graduate School’s KnowledgeBase at https://kb.wisc.edu/GSAdminKB/page.php?id=34123); the template is intended as a resource for graduate program administrators in developing handbooks for their program’s students. The Graduate Program Handbook Template, which provides detailed suggestions for content ranging from program-specific grievance procedures to curricular requirements and advisor selection, was developed summer 2013 with collaboration from staff across Graduate School offices and graduate program coordinators across campus. The graduate program handbook is often discussed as part of program reviews; the strength of a handbook is often representative of the strength of the graduate program.

Approval:

1. Associate Dean Kleinman and Ian Coxhead and Bill Provencher from Agricultural and Applied Economics presented the request to approve the named option titled “Resource and Energy Demand Analysis” (REDA) with the Agricultural and Applied Economics M.A. program. Coxhead and Provencher noted that the REDA named option is intended to train professionals to interface information and technology with public and industry constituents. The named option is an Educational Innovation and program revenue-generating initiative; the curriculum is designed to take students 10 months of full-time enrollment to complete. The GFEC noted concern regarding sufficient demand for the program, and voiced interest in learning of how the first few cohorts fared with job/career placement after graduation. Associate Dean Kleinman noted that those programs associated with the Educational Innovation initiative have scheduled informal status updates with an Associate Dean in the Graduate School, usually two to three years after implementation of the program.

Action: Moved and seconded to approve the request to create a named option titled “Resource and Energy Demand Analysis” within the Agricultural and Applied Economics M.A. degree. The motion was passed unanimously.

Program Reviews and Updates:

1. Associate Dean Kleinman presented the program review follow-up for the Bacteriology M.S. degree, in response to the program’s GFEC review on May 2, 2014. The GFEC commends the program on its recent improvements, and agreed that no further program follow-up was needed.
2. Associate Dean Kleinman and GFEC member Mary Louise Gomez introduced the Institutional (10-Year) Review of the M.S. and Ph.D in Geography, and of the M.S. in Cartography and Geographic Information Systems. Addressed were the programs’ strengths, including strong research, good teaching assistant training and supervision, and a collaborative student atmosphere. Also discussed was the Geography programs’ less-than-robust graduate student handbook, long time-to-degree for doctoral students, need for more consistent funding for students’ first four years of study, and low racial and gender diversity. The review committee recommends the program improve transparency in policy and procedures across all areas of graduate study (especially including preliminary examination processes), and that the department attend to faculty and staffing issues identified in the review committee’s report that may affect quality of graduate student education and experience. The GFEC additionally noted that tracking learning outcomes of students who leave with only the masters may provide transparency regarding the shift in diversity metrics between the masters and doctoral plan levels. The GFEC applauds the program on its success, and requests the program report back in writing to the GFEC by March 2015 concerning the review committee’s recommendations.

**Action:** Moved and seconded to accept the review of the M.S. and Ph.D. in Geography, and the M.S. in Cartography and Geographic Information Systems, with a request the program report back to the GFEC regarding the review committee’s recommendations by April 2015. The motion was passed unanimously.