

**MINUTES OF THE MEETING OF THE GRADUATE COUNCIL  
OF THE GRADUATE SCHOOL OF ARTS & SCIENCES**

**December 6, 2010 at 4 p.m.**

Graduate Council Chair Richard J. Smith, Dean of the The Graduate School of Arts & Sciences, called the meeting to order at 4 p.m. in the Jordan Formal Classroom, Danforth University Center Room 276. Approximately 65 graduate student and faculty members attended.

**I. Consideration/approval of the Minutes (hand-out)**

The Graduate Council reviewed and approved the minutes of the previous Council meeting held on October 4, 2010.

**II. Consideration/approval of the preliminary list of the candidates for advanced degrees (hand-out)**

The Graduate Council approved the preliminary list of candidates for December 2010 advanced degrees.

**III. Report of Graduate Student Senate Co-President**

GSS Co-President Dave Gutekunst, Movement Science, presented the report of the Graduate Student Senate. Dave Gutekunst reported on an update of the GSS constitution to reflect structural changes of both the graduate school and the GSS.

Gutekunst reported on recent GSS events, including: a Diversity Symposium on “cultural diversity in academia” followed by a discussion and reception on October 25, 2010; a Diversity Panel on November 18, 2010 which featured five faculty members exploring the intersections of race and gender in academia; and an ongoing Holiday Gift Drive Kickoff on November 18, 2010 (collection bins are still in the graduate center and medical campus). On November 12-13, 2010, Gutekunst attended the National Association of Graduate & Professional Students, where he spoke about the benefit of graduate students spaces which facilitate cross-discipline collaboration.

Upcoming GSS events for the spring semester include: the annual Graduate Student Research Symposium on February 26, 2011, which will showcase Washington University graduate student research for an interdisciplinary audience; Relay for Life on March 5 and 6, 2011; the Annual Spring Diversity Panel and Academic Jobs Panel in March; and the Outstanding Faculty Mentor Awards, to be held on Wednesday April 13, 2011.

**IV. Report of Teaching and Professional Development Chair**

Committee Chair Professor Deanna Barch, Psychology, reported on the two continuing Committee charges. The Teaching and Professional Development Committee will review last year’s online TA survey responses and develop an executive summary which will be reported on at a future meeting. The Committee will continue its work with the submission and review of department implementation plans to fulfill the Graduate School-wide Teaching Requirement.

## **V. Report of Policies and Services Committee Chair**

Committee Chair Professor William Clark, Speech and Hearing Sciences, reported on the Policy and Services Committee November 11, 2010 meeting. The Committee discussed the two proposals which Dean Smith introduced to the Graduate Council at its October meeting in advance of consideration and a vote at today's meeting. Professor Clark thanked the members of the Committee for a thorough and effective discussion of these proposals.

The first proposal provides for a change in the wording of the requirements for membership on a dissertation committee. Professor Clark said that the purpose of the revision is to provide more inclusive language to cover committee membership that has been routinely granted as an exception by the Dean of the Graduate School, but had not been allowed under the current requirements. The Policies Committee generally supported the recommendation, but requested minor changes in wording for clarification.

The second proposal provides for a change in the requirements for the A.M. degree. The proposal establishes 36 graduate credits as the minimum requirement for master's degrees awarded in a program that offers an identically-titled Ph.D. degree; minimum credit hours required for a master's with thesis or without thesis in other areas is 30 semester credit hours. Professor Clark said that while a productive discussion addressed the Committee's concerns, the Committee noted that its members may not be aware of unanticipated outcomes that may affect a specific current program, given the wide variety of degrees and programs encompassed by Arts and Sciences. The Committee canvassed the Graduate Council via email, requesting additional comments or issues. Professor Clark received two responses: one requesting information about the implementation date, and the other inquiring about the relation between the awarding of master's degrees and notification that a student may not be allowed to continue in his or her Ph.D. program.

Professor Clark reported that the proposals have been re-worded slightly to address the Committee's concerns; these changes have been incorporated into the revised proposal to be considered at this meeting. The Policies and Services Committee recommends adoption of the two proposals.

## **VI. Action to consider and approve proposed changes to Dissertation Committee Membership and Procedures**

Dean Smith noted the current proposal to be considered includes the revised language recommended by the Policies Committee and additionally, a revised form that reflects the revised wording. The Graduate Council voted to approve the proposal. Associate Dean Nancy Pope clarified that these changes would not affect December graduates.

## **VII. Action to consider and approve proposed changes in A.M. Requirements**

Dean Smith asked for consideration of the proposal to change requirements for the A.M. degree. Discussion followed regarding the difference in requirements. Dean Smith clarified that the proposed 36 credit minimum would affect A.M. degrees in departments which have identical Ph.D. programs, but he hoped that stand alone master's programs would also move minimum requirements to 36 credits in the future. Dean Smith also

noted that the only change made to the master's requirements regarded minimum credits required for graduation; all other requirements would be unchanged.

The proposal was unanimously approved; it will become effective Fall 2011. Students already admitted into a master's degree program would be subject to the requirements under which they were admitted.

### **VIII. Report of the Career Center: New Interfolio Dossier Service**

Dr. Arlene Taich reported on the Career Center which is offering a new career resource for graduate students in the Graduate School of Arts & Sciences: Interfolio, which is a dossier service widely used across peer institutions for the collection, management, and showcase of academic and professional credentials for applications to positions in higher education (<http://www.interfolio.com/>). The Career Center has partnered with Interfolio due to the dossier service's convenience and ease of use as well as its reliability and security. The cost to send dossiers would be comparable to the current cost charged by Washington University and the Career Center will cover our graduate students' first year Interfolio registration. This dossier service facilitates recommendation writing and updating (whereby references can be accessed and edited by recommenders for a period of time following recommendation submission). Discussion followed regarding the eligibility for the Interfolio service. Postdocs who are not alumni of Washington University may use Interfolio, but will not be eligible for the reduced Washington University rate. These postdocs should check with the institution from which they earned their degree as many of their alumni institutions also have contracts with Interfolio. Washington University alumni will continue to be eligible for the service. While the use of Interfolio is by no means a mandate, it is an opportunity for graduate students to manage digitally their credentials for applications to academic positions.

### **IX. Report of The Teaching Center**

Dr. Beth Fisher, Associate Director of The Teaching Center, presented information on the growth of the Teaching Center. She outlined the Teaching Center programs, which aim to prepare graduate students to teach effectively both as teaching assistants and as faculty members later in their professional careers, including: the university-wide TA orientation in the fall, co-sponsored by the graduate school; a teaching manual for graduate students; TA-training sessions with departments (clustered in August but held throughout the year); workshops and seminars, including co-sponsored workshops in the fall and spring and summer seminars on writing a teaching philosophy statement; and consultations and evaluations aimed to provide feedback on the effectiveness of graduate student teaching.

She explained that utilization of the Teaching Center's resources had increased, as had attendance at TA Orientation and the various seminars, orientations and workshops. For example, she stressed the growth in the consultation and evaluation program, which had seen a 61% increase in the number of consultation from the previous year. The Teaching Center had facilitated 32 PhD students in completion of the teaching citation, reflecting the success of the program. She hopes that these numbers will continue to increase as the emphasis on teaching skills continues to increase within our graduate programs and in faculty positions.

The Teaching Center will hold meetings with directors of graduate studies in January 2011 in order to discuss opportunities to coordinate Teaching Center and departmental pedagogical training for graduate students. The Teaching Center will also distribute its biannual survey of graduate students in January.

#### **X. New Business**

Dean Smith introduced two items of new business. First, he reported that most departments had submitted to him a statement on their termination procedures for Ph.D. students who are not making satisfactory and timely progress to the Ph.D. degree. He and Professor Clark will read statements and report back.

Secondly, he announced a new postdoctoral exchange program with the Volkswagen Foundation in Germany. Washington University will support two recent Ph.D. graduates in the Humanities or Social Sciences for one year of postdoctoral research in Germany at the institution of their choosing during the 2011-2012 academic year; the Volkswagen Foundation will support two one-year appointments of German postdoctoral fellows at Washington University. Washington University is the second university to participate in this exchange program; Harvard is the other. Washington University must identify two students who would be interested in applying for this position. The application deadline is March 1, 2011. To ensure the program's success, Dean Smith asked Council members to spread the word to potential applicants.

#### **XI. Adjournment**

Dean Smith adjourned the meeting at 5:01 p.m.

Respectfully Submitted,

Alison Heller, Anthropology  
Recording Secretary to the Graduate Council 2010-2011