

What is the Graduate School?¹

The primary purpose of the graduate school in a university is to define and support excellence in graduate education and the research and scholarly activities associated with it. The graduate school, as part of the central administration of the university, is ideally suited to fulfill this purpose, which is reflected in a wide range of roles. It is the responsibility of the graduate school to: 1) articulate a vision of excellence for the graduate community, 2) provide quality control for all aspects of graduate education, 3) maintain equitable standards across all academic disciplines, 4) define what graduate education is and what it is not, 5) bring an institution-wide perspective to all post-baccalaureate endeavors, 6) provide interdisciplinary perspective, 7) enhance the intellectual community of scholars among both graduate students and faculty, 8) serve as an advocate for graduate education, 9) emphasize the importance of adequately training future college and university teachers, 10) develop ways for graduate education to contribute to and enhance undergraduate education, 11) support graduate student services, and 12) serve as an advocate for issues and constituencies critical to the success of graduate programs.

¹ From the Council of Graduate Schools (2004) Organization and Administration of Graduate Education.

What does the Vice Provost & Dean of the Graduate School do?

The Vice Provost & Dean of the Graduate School provides leadership for graduate education at the University. The role of dean is as the principal academic and administrative officer of the Graduate School, which includes being informed about patterns and initiatives in graduate education nationally and internationally; overseeing recruitment, admissions, academic progress, career and professional development, and award of degrees at the graduate level; allocating and administering state support for graduate students; developing graduate curricular policy with the Graduate Council and implementing that policy; overseeing graduate assessment and benchmarking; working with graduate directors and chairs to develop new programs; serving as dean for graduate programs housed in the Graduate School; increasing visibility of graduate education on campus and externally; and working with alumni and community to increase connection with the University. The role of vice provost is as part of the Provost's academic and administrative staff. Duties include participating in weekly Provost staff meeting about issues in the Division of Academic Affairs; organizing new faculty orientation; organizing and participating in academic program review; coordinating with the Vice President for Research to facilitate the research mission of the University; representing the University at external meetings; and standing in for the Provost when the Provost is away. The Vice Provost & Dean of the Graduate School reports to the Provost.