

# Graduate Affairs Committee Minutes

**Date: January 26, 2016**  
**Time: 1:30 – 3:00 p.m.**  
**Location: UL 1126**

Meeting called by: Dr. Janice Blum

## Attendees:

Janice Blum (Chair), Margaret Adamek, Randy Brutkiewicz, Gabriel Chu, Cristine Czachowski, Fred Di Camilla, Margie Ferguson, Richard Gregory, Maureen Harrington, Marjorie Hovde, Brian King, Karl MacDorman, Jennifer Mahoney, Brendan Maxcy, Deborah McGregor, NaShara Mitchell, Jacquelyn O’Palka, David Peters, Taylor, Rhodes, Patrick Rooney, Randall Roper, Kristy Sheeler, David Skalnik, Jon Story, Jody Sundt; Staff: Dezra Despain

Guests: Karen White, Research Development & Commercialization Facilitator in the Office of the Vice Chancellor for Research; Michele Hansen, Executive Director, Institutional Research and Decision Support

## Minutes

Approval of the Minutes for November 24, 2015 - approved

Blum

IU Dean's Report

Wimbush

Not in Attendance

Purdue University Report

Story

The Graduate School is undergoing reorganization. Phil Pope, Senior Associate Dean of Graduate School, retired on January 4, and Jamie Mohler has moved into that position. Some of the duties have been redistributed. Jon Story will be leaving the Graduate School in July, returning to the Department of Nutrition Science. The reorganization chart is being developed.

They have been looking into creating efficiency in the process of reviewing new courses and new program proposals. They want to make the Form 40G electronic, which should be implemented by next fall.

They are creating a catalogue of courses to be made available online.

Associate Dean's Report

Blum

The Graduate School applied to a national consortium and were offered membership in CIRTL – Center for Integration of Research, Teaching and Learning. CIRTL offers web-based career development and teaching resources for graduate students interested in academic careers. We will be looking for faculty interested in helping us promote this program in conjunction with the Center for Teaching and Learning at IUPUI in the near future. While much of the focus at CIRLT is on STEM, each institution can define the scope of their program which can also include students and faculty from the humanities and social sciences, education and professional programs.

PIE level 7 – This is an English immersion program developed at IUPUI through the School of Liberal Arts. It was approved by this committee. Purdue has now included PIE level 7 in their manual, thus opening up that immersion course to all Purdue campuses.

Margie Ferguson is the interim senior associate vice chancellor for academic affairs and will help us as we continue to add new graduate programs to the IUPUI campus.

IUOnline has a new document, “Online: A Collaborative Model for Online Education at Indiana University.” This document will be added to the GAC Highlights and distributed to everyone.

The Graduate Faculty Council (GFC) met yesterday and was well attended. A GFC member will be asked to attend our monthly GAC meetings and report on their discussions.

Assistant Dean's Report

Mitchell

Preparing Future Faculty and Professionals

- The Program Plan is updated consistently and available at [pffp.iupui.edu](http://pffp.iupui.edu). Contact at [pffp@iupui.edu](mailto:pffp@iupui.edu)
- The Graduate Student Writing Group meets Tuesdays from 4-6pm, January 12-April 26 in UL 1170. The group provides focused writing time, peer support, and accountability.
- The IUPUI GradGrants Center is hiring one additional employee to assist with meeting student need and interest for grant writing support. Contact [grantaidd@iupui.edu](mailto:grantaidd@iupui.edu)

• IUPUI Career EDGE Conference is Wednesday, May 18th. The conference brings together Academic Advisors, Career Services Professionals, and Faculty from across the IU system for a day of professional development designed to encourage integrated career and academic planning. The keynote speaker is Dr. Terrell Strayhorn. Proposals are due February 22. Additional information <http://go.iu.edu/edge>

#### Faculty Exchange

- Funds are available from the Presidential Diversity Initiative for faculty travel to increase recruitment activities and research collaborations with underrepresented minority (URM) graduate students and faculty. Online application available at [https://iu.co1.qualtrics.com/SE/?SID=SV\\_2bDbYCv8wBophFr](https://iu.co1.qualtrics.com/SE/?SID=SV_2bDbYCv8wBophFr). Spring and Summer deadline is February 15.
- Preparing for a faculty exchange with Oakwood University, Stillman College and Tuskegee University for March. Visit will include activities with faculty, staff and students.

#### Graduate and Professional Student Government

Rhodes

The Travel Grant application (GPEG) deadline is Feb 8. Students are eligible for up to \$500 per academic year. GPSG is offering recreation vouchers which exempt students from paying the \$15 recreation fee. Vouchers can be picked up at the GPSG office.

The GPSG is working with Herff Jones on an IUPUI class ring design. Students can vote for the design of their choice found on the GPSG Facebook page.

The Elite 50 app closed Friday, but due to the volume of students needing an extension, the new deadline is February 15. Recipients from last year can reapply.

The Graduate, a graduate student newspaper, is coming out next week.

#### Graduate Office Reports

Henry

There will be a change in staff in the Graduate Office. The Assistant Recorder, Marilyn Lomax, will be leaving February 12. We are working to fill her position in a timely fashion.

#### Health Insurance:

The student health insurance rates for 2016 are as follows:

- Spring/Summer 2016: \$1,741
- Fall 2016: \$1,243

The estimated student health insurance rate for Spring/Summer 2017 is \$1,845. We will update this information with more accurate rates when we receive them.

#### Award Deadlines

- The Adam W. Herbert deadline is Friday, February 5, 2016 by 4:00 p.m. This fellowship was created for the purpose of supporting graduate study at Indiana University for graduates of Historically Black Colleges and Universities (HBCUs).
- The Travel Fellowships deadline is February 12.
- The University Graduate School's John H. Edwards Fellowship deadline is February 12, 2016. This fellowship provides a stipend of \$20,000 (single year award). The school provides fee remission. One nomination per department only.
- IUPUI Sherry Queener Graduate Student Excellence application is now open. Deadline is March 4th.
- You can find a comprehensive listing of internal fellowship and award opportunities at: <http://graduate.iupui.edu/doc/admissions/internal-fellowship-award-deadlines.pdf>.

#### Committee Reports

##### Curriculum Subcommittee Report

O'Palka

The curriculum committee has reassessed their committee meetings and implemented a new approach to how these meetings will be structured. Using a folder in Box.IU to store new course documents and course change documents, the committee will do a preliminary evaluation of the courses to determine which ones meet with approval and which ones will need to be seen at a regular committee meeting. This month was the first implementation of the process and out of 34 courses, only 6 will need to be seen by the committee. The others were approved and moved forward.

##### Fellowship Subcommittee Report

Henry

The committee reviewed Block Grant proposals and will send out notices within the next month to the individual schools.

Please ask your admissions committees to begin identifying candidates for the University Fellowship (due 2/22/2016) and the President's Diversity Initiative Fellowship (due 2/19/2016) for URM students – 5 year support!

The University Graduate School promotes a broad and inclusive definition of diversity in our fellowship applications. Talented and diverse applicants can be nominated for both the University Fellowships and the President's Diversity Initiative Fellowship if appropriate.

#### Graduate Recruitment Council Report

Mahoney

In December, we launched a newsletter for current graduate and professional students called The GradJag. A newsletter for prospective students launches this week.

We have set dates for all of the 2016 events and workshops we offer for prospective students. These include 4 Getting into Graduate School Information Sessions; Accelerate Acceptance: The Secrets of Graduate School Admissions; Getting You into IUPUI; and Graduate Admissions Boot Camp.

<http://graduate.iupui.edu/about/gradoffprogs/index.shtml>

#### Guest Presentations

Blum

JagStart – Student Idea Pitch Competition – presented by Karen White, Research Development & Commercialization Facilitator in the Office of the Vice Chancellor for Research

JagStart is an elevator pitch competition that rewards IUPUI students for their innovative ideas to solve social and economic challenges facing the nation and the world. First place prize is \$2,500, 2<sup>nd</sup> place is \$1,500, 3<sup>rd</sup> place is \$500 and the Audience Choice award is \$1,000.

Graduate and part time students are eligible for the JagStart competition. Grad students can pitch what they are working on in their graduate studies. Deadline is February 1.

Venturewell Grants is for those who are part of a university-based, student-led team developing an innovative technology that solves an important problem and want to move it into the market. The next round is May 4, which is stage 4 in the competition; contact Karen so she can help them position to this stage.

Institutional Research and Decision Support (IRDS) website and tools – presented by Michele Hansen, Executive Director, Institutional Research and Decision Support

The Institutional Research and Decision Support (IRDS) office wants to provide unprecedented access to data and is working to provide better data for graduate students.

IRDS Key Strategies:

- Develop a comprehensive integrated data infrastructure (student, faculty, staff, facilities, financial, research, community impact, and strategic planning indicators) to provide unprecedented access to data for decision makers across IUPUI.
- Optimize the use of enabled technology such as Tableau to put data in the hands of decision makers. The technology-enabled data reports will allow users to explore, interact with, and analyze information that is actionable and tailored to specific decisions.
- Build evaluation and assessment capacity across IUPUI so that information exploration, interpretation, and analysis are used to support evidence-based decision making and improve student success, learning, and institutional effectiveness.

More information can be found on their website: <http://irds.iupui.edu/>.

#### Program Review

- Doctor of Occupational Therapy to move online - approved
- Concentration in Urban Affairs within the MPA, SPEA – approved with clarification in proposal regarding the reviewers concerns
- Ph.D. Minor in Urban Sustainability, SPEA -- approved
- Curriculum revision – Policy Analysis concentration within the MPA; SPEA - approved
- Curriculum revision – Criminal Justice concentration within the MPA; SPEA - approved
- Ph.D. in Data Science; School of Informatics and Computing – approved

Informational Item – Memo to offer MSW at IUS and IUB

Discussion – The following did not come up for discussion at this meeting

Approvals for degree program transition to online delivery

Submission of new and revised professional degree programs to the GAC

#### Old Business

MS in Chemistry & Chemical Biology – Curriculum change was approved via electronic vote on December 3, 2015 with one dissent

#### Next Meeting and Adjournment

**(February 23, 2016, 1:30 pm, UL 1126)**