

Graduate Affairs Committee
April 26, 2005
3:30 p.m. - 5:00 p.m.
UL 1126

AGENDA

1. Approval of the minutes for March 22, 2005Queener
2. Vice Chancellor's ReportBrenner
3. Associate Dean's ReportQueener
 Enrollment Management Council Report
 Graduate Recruitment Council
4. IU Dean's ReportSlattery
5. Purdue Dean's ReportStory
6. Graduate Office ReportQueener
 Staff updates
 Retirement event for Judy Zent
7. Graduate Student Organization ReportReuille
8. Committee Business
 Curriculum Subcommittee Report.....O'Palka
 Fellowship Subcommittee Report.....Koerner
9. Program Information.....Queener
10. Discussion
 Update on Fellowship payment strategies
 Guests: Beth Barnette (Scholarship Office), Ingrid Toschlog (Bursar's Office), and Rebecca Porter (Enrollment Services)
11. Next Meeting (May 24, 2005) and adjournment

Graduate Affairs Committee

April 26, 2005

Present: Margaret Adamek, Rachel Applegate, William Bosron, Mark Brenner, Pamela Crowell, David Ford, Ain Haas, Dolores Hoyt, Andrew Hsu, Jackie O'Palka, Robert Osgood, Sherry Queener, Kristi Reuille, Jon Story, James Williams, Marianne Wokeck.

Guest: Beth Barnette, Rebecca Porter, Nakisha Robertson, Ingrid Toschlog.

Staff: David Koerner, Dswanda Jones.

Approval of the Minutes – Dr. Queener

Minutes from the March 22, 2005 Meeting Approved.

Vice Chancellor's Report – Dr. Brenner

The issue of continuing Explore IUPUI was discussed at the Chancellor's Staff meeting. The total cost is approximately two hundred thousand dollars, with thirty thousand in contributions, campus expenditures of one hundred and twenty thousand, and school expenditures of about twenty-five hundred each. The number of people attending who aren't IUPUI employees is eight thousand. The question brought up is whether Explore IUPUI makes a difference where graduate education is concerned. Can we say that graduate programs are benefited by the investments of effort? Should we be doing something regardless for recruitment? What would it be? Dr. Brenner asked the group for comments, and the general feeling was that the event should continue and the graduate presence should be focused within the schools. The Graduate Office effort should be to advertise the breadth of graduate offerings on campus.

Associate Dean's Report – Dr. Queener

Graduate Recruitment Council - Dr. Gwendolyn Johnson has set up this council focusing solely on graduate recruitment, using some of the best strategies and practices. There will be one meeting in the Spring/Summer for planning activities for the upcoming year. We are hoping this group can advise us on cohort recruiting.

Hooding Ceremony – We are looking forward to another successful event; the ceremony will start at 10am on Mother's Day, May 8, 2005. We need a bit more help. Please contact David Koerner, if you are willing to assist on that day.

Purdue Dean's Report – Dr. Story

The Graduate Council met for the last time for this year. They voted on changing their faculty certification policy. There were six levels, but now there is only one. New faculty with little to no experience mentoring students will be provided workshops about mentoring and working with graduate students before they are certified. The departments are now responsible for monitoring new faculty before they can join a committee.

Graduate Office Report – Dr. Queener

Staff Updates - We've had one person out on medical leave; she will be coming back part-time. We are still anticipating adding new staff in July. Graduate Non-Degree Coordinator, Judy Zent will be retiring at the end of the month. Please join us at her party on April 27th.

Graduate Student Organization Report – Ms. Reuille, RN

Introduced the incoming President of the Graduate Student Organization, Nakisha Robertson. Nakisha (a second year) is in the Doctorate Physical Therapy program.

Committee Business

Curriculum Subcommittee Report – Dr. O'Palka

We have 17 courses to review this month, we will meeting again in May for the last time. If any schools have courses for review please send them in.

Fellowship Subcommittee Report – Mr. Koerner

We've extended offers and have forty-one students that have accepted University Fellowship Offers for next year. Twenty-three students are Master's degree candidates, eighteen are Ph.D. candidates. We aren't in a position to open the second round due to funding.

Program Information – Dr. Queener

We're looking at a MS Track in Biotechnology which is under review at the moment. We should have something to report for the next meeting. A curriculum revision in Medical Neurobiology which will also be ready for the next meeting.

Discussion – Beth Barnette (Scholarship Office), Rebecca Porter (Enrollment Services) and Ingrid Toschlog (Bursar's Office).

Update on Fellowship Payment Strategies

If there are funds in a student's account at the time that bills are to be paid. The University will take that money and pay itself first. That is the one fact that cannot be changed. Everything revolves around "timing". We can be assured that at the beginning of each semester that there will be problems.

Make sure the remissions from the departments are posted first; if the remission isn't there to pay the tuition the fellowship monies will pay the tuition first before paying the student. One suggestion that was discussed was for departments or schools to set up a "parent account" that could be drawn from. That way the support is always being drawn from one account number that never changes.

It is proposed that there be five fellowship payments made in one calendar year, two for each of the fall and spring semesters and one for the summer term. When you plot this information onto an actual calendar you can see that this process flows in such a way as to ensure the best possible outcome for the student, in other words, our closest "guarantee" that students will actually receive their fellowship payment as opposed to it being applied to an outstanding balance to their Bursar account.

Next Meeting

August 22, 2005

Meeting Adjourned 5:02pm