

Graduate Affairs Committee Minutes

Date: May 24, 2016
Time: 1:30 p.m.
Location: UL 1126

Meeting called by: Dr. Janice Blum

Attendees:

Janice Blum (Chair), Rafael Bahamonde, Randy Brutkiewicz, Susan Cauble, Cristine Czachowski, Patricia Ebright, Margie Ferguson, Richard Gregory, Monica Henry, Marjorie Hovde, Brian King, Karl MacDorman, Jennifer Mahoney, Deborah McGregor, Jacquelynn O'Palka, David Peters, Patrick Rooney, Randall Roper, Kristy Sheeler, David Skalnik, Jon Story, James Wimbush, Staff: Dezra Despain

Guests: Eric Teske, Assistant Director, Substance Abuse Prevention, Shawnte Elbert, Director; Sareen Dale, Assistant Director of Sexual Assault Education and Prevention

Minutes

Approval of the Minutes for April 26, 2016

Blum

IU Dean's Report

Wimbush

Thank you to Jon Story and all that he has done for graduate studies both at Purdue, and for the programs here at IUPUI. He will be missed by the graduate community and by the GAC. We appreciate all that he has done and wish him well in his retirement.

Purdue University Report

Story

September 26, 2000 was the first GAC meeting I attended. A lot has been accomplished during the time I have been here and friendships were made along the way. June 30th is my last day. It has been a pleasure to work with everyone.

Associate Dean's Report

Blum

The Sherry Queener Award Graduate Student Excellence Award plaque is now on display in the Graduate Office. It lists the names of the recipients of this award and we invite you to stop by to see the plaque.

National Science Foundation sent a nice letter thanking us for our students who participated in the Survey of Earned Doctorates. We had a 100% response rate. Debra Barker is mentioned in their report for her service and assistance in collecting this student data.

An email was sent out with an assessment survey on Faculty Leadership discussing leadership training needs on campus. Please complete the assessment.

I am working with the Bloomington registrar regarding the dissertation thesis titles on transcripts. It remains unclear if this addition to the transcript will accommodate non-traditional characters, such as Greek or letters. Students will be able to opt out if they don't want this on their transcript. In the future, other academics products may be considered, such as internships.

An enrollment data handout is provided so that you can review the status for admissions within your program and school.

Also, the minutes from Academic Policy Committee were provided as a handout. This includes the discussion about abolishing minors. This change came as a request from faculty in the Biology program in Bloomington. Please think about it, as most of the IU PhD programs on this campus require a minor, along with having a faculty member from that minor serve on the student's committee. We will be discussing this policy again in August.

Another handout is available as an FYI on how to use GRE scores.

Assistant Dean's Report

Mitchell

Not in attendance

Graduate and Professional Student Government

Rhodes

Not in attendance

Graduate Office Reports

Henry

Kyung Chong, our Admissions Specialist, will be moving out of state. We will be actively searching for her position

Revised checklists for University Graduate School programs is published at <http://graduate.iupui.edu/forms/index.shtml>. Please share with your graduate program directors and advisors. Clarification is provided and two deadlines were changed (thesis / dissertation) for submitting for format review and ProQuest upload only. This does not have an impact on summer students. We will begin enforcing the new deadlines August 2016.

MSEP Flyers are available. Contact Monica Henry mhenry@iupui.edu if you would like a supply.

Committee Reports

Curriculum Subcommittee Report

O'Palka

We met the end of April. We reviewed 23 courses, of which all but one were approved. We are done for this academic year and will begin again in September.

Dr. Blum discussed the syllabus back page and the recommendations from the curriculum committee. The committee pointed out that the only item not required, but that the committee requires, is the graduate grading system.

Margie Ferguson indicated that the UAC is considering linking to this online rather than requiring it to be attached to the syllabus, with the exception of the recommended items.

Fellowship Subcommittee Report

Henry

The fellowship committee has wrapped up for this academic year

Graduate Recruitment Council Report

Mahoney

Nearly 60 people have registered for our 5th annual Recruiters Workshop which will be held tomorrow, May 25. Some of the topics that will be covered are virtual events, using social media for recruitment, and recruiting diverse students.

We have had two Getting Into Graduate School Information Sessions (one in March and one this month) with over 20 people attending both. We share registrants contact information with their program of interest so the program representative can follow up and perhaps plan to meet the prospective student before or after the Info Session. The next Information Session is August 31.

The Graduate Expo at IUPUI will be held on Thursday, September 22nd. Registration opens May 31st. Typically, more than 20 IUPUI programs/schools participate and 40+ outside universities from around the region and nation.

Program Review

Blum

- MA in Philanthropic Studies move to online - approved
- Graduate Certificate in Philanthropic Studies move to online - approved
- Curriculum Change – MS Technology; this was tabled in March 2016 and is now returning - approve
- Curriculum Change – MS in Clinical Anatomy - approved
- Curriculum Change – MS in Biostatistics - approved
- Curriculum Change – MA in Applied Communication - approved

Discussion

- Haven Plus, the two-part Sexual Harassment Prevention tutorial for graduate and professional students – presented by Eric Teske, Assistant Director of Substance Abuse Prevention at IUPUI.

Haven Plus™ provides tailored sexual assault prevention training to post-baccalaureate and non-traditional student groups, including graduate/professional students and adult learners. The course contains content that is specifically required by the amendments to the Clery Act included in the 2013 VAWA Reauthorization and other pertinent federal regulations.

The goal is to open Haven in One.IU on July 25 for the undergraduates. For graduates, Haven Plus can launch on a different date if necessary. It takes about 30-45 minutes and will include pre- and post-exams and behavioral surveys. Part 1 is the primary course content, then there is a 45-day intersession, after which Part 2, a review, will take place.

The goal is to have students take the course prior to them starting classes so that the information comes in around the same time. The problem is that graduate programs start at differing times throughout July and August. Also, international students don't typically arrive on campus until international orientation, so they have little time available to take the course. The various start dates can be accommodated because the course remains available once it's launched and part 2 is automatically sent 45 days later. But for the sake of comparing pre-to-post, it's cleaner if everyone can complete it in a certain time frame.

Student training related to sexual misconduct and harassment is federally mandated. Graduate and professional degree programs at IUPUI will need to ensure their students participate in one of the campus sanctioned training modules on these topics. Currently there are two available training platforms including Haven Plus, which is recommended by the IUPUI Graduate Office and was specifically designed and purchased for graduate and professional student training. The other option is to have students participate in the campus training on sexual misconduct designed for faculty. Student participation in this latter option should be tracked by the program to ensure student compliance. The faculty training modules provide less guidance on student to student interactions, student engagement as teaching assistants or instructors, and is geared more for faculty and staff employed by the institution. Campus administration is therefore strongly advising that schools have their graduate and professional students participate in Have Plus. After discussions with the campus administration, the Graduate Office will require programs strongly encourage graduate and professional students participation in training to help recognize and prevent sexual misconduct and harassment.

Eric Teske's office can help support the programs through sending out emails to the students and following up. This program is one way to comply with the Clery Act; all the information is in one place and easily accessed.

We will send out a link in the Highlights for you to test drive it before you decide.

- Adding a back page to syllabi that includes Required Policy Statements, Optional but Recommended Policy Statements, and Course-Specific Statements Recommended for Inclusion in Syllabus (see handout). See this discussion under the Curriculum Subcommittee report.

Old Business

- Final remonstrance document to be distributed

Next Meeting and Adjournment (**August 23, 2016, 1:30 pm, UL 1126**)