

Graduate Affairs Committee Minutes

Date: August 25, 2015

Time: 1:30 p.m.

Location: UL 1116

Meeting called by: Dr. Janice Blum

Attendees:

Janice Blum (Chair), Margaret Adamek, Rafael Bahamonde, Randy Brutkiewicz, Susan Cauble, Gabriel Chu, Gregory Druschel, Patricia Ebright, Richard Gregory, Monica Henry, Marjorie Hovde, Jennifer Mahoney, NaShara Mitchell, David Peters, Patrick Rooney, Randall Roper, John Schild, Kristy Sheeler, David Skalnik, Jody Sundt, Annela Teemant, James Wimbush; Staff: Dezra Despain

Guests: Kim Lewis, Associate Registrar; Mary Beth Myers, Director, IUPUI Office of the Registrar; Dr. Blaine Cook, School of Dentistry; Dr. Anderson Hara, School of Dentistry

Minutes

Approval of the Minutes for May 26, 2015 – approved

Blum

Introduction of new members: Kristy Sheeler from School of Liberal Arts and Marjorie Hovde from the School of Engineering and Technology

IU Dean's Report

Wimbush

Dr. Wimbush attended the School of Medicine's IBMG orientation reception and met several of our campus fellowship recipients including Jamal Dobbs from Tuskegee University. Jamal is a new student enrolled in the doctoral program and a recipient of one of the President's Diversity Initiative (PDI) awards. The PDI is an initiative of the IU President with a focus on increasing diversity and providing support to recruit talented candidates for our graduate programs.

The Office of Naval Research grant was awarded to us for \$1.666 million, and is housed in the University Graduate School. The focus of this award is on recruitment for underrepresented minorities in the STEM fields.

Purdue University Report

Story

Not in attendance

Associate Dean's Report

Blum

Chancellor Nasser Paydar's priorities were discussed including increasing student success, funding for research, technology, enrollment management, community engagement, campus accessibility, and uniting our campus to make our policies work better.

Dr. Wimbush sent out requests to have faculty sign up for the Graduate Faculty Council that combines oversight and policy positions for both the campus in Bloomington and here. Please send in nominations, either self-nominate or nominate a faculty member. It's important to recognize that this committee conveys recommendations on funding for new Graduate School programs as well as developing or revising Graduate School policies. One of the goals of the IU strategic plans is for both campuses to come together in that unification. You can email me a name to be added to the Graduate Faculty Council list (jblum@iupui.edu). A vote of the faculty will determine the final list of Council members, but recognize that these individuals may represent more than one school. Dr. Wimbush mentioned that the Graduate Faculty Council provides a forum for the programs to have input on graduate policies. The input received helps you to be better served.

The IUPUI Deans saw information on enrollment management at a recent meeting, which we are sharing today with the GAC. The enrollment information suggests we are down 1% in overall graduate student numbers. Master's student enrollment is up, PhD student enrollment is down. We have plans to have Michelle Hanson visit the GAC to talk more about the available data on graduate and professional student enrollment and degree completion..

Marvin Smith has added a button to the Office of Student Financial Services website that links to financial aid for graduate and professional students. <http://www.iupui.edu/~finaid/> Also, there will be a webinar on September 10 at 1:00 p.m. that is a must attend for anyone who has graduate certificates needing financial aid.

<https://connect.iu.edu/iupuicertaid/>

Purdue site moves have been approved by ICHE for the doctoral programs in Biology and Chemistry. Students enrolled in these programs will see changes in their diplomas as well as some changes in the composition of their

research committees. Overall, these changes are anticipated to improve the experience for Purdue students within these programs.

A meeting was held at Purdue regarding access to their electronic documents so that the programs can help the students move forward in a more streamlined fashion.

Dr. Wimbush discussed health care insurance for students. Our health care is in compliance with ACA.

Assistant Dean's Report

Mitchell

Please review your academic policies; grade appeals, admission appeals, etc. We have seen an increase in the number of complaints and also, in issues that are bumping up against undergraduate policies. A lot of departments will defer to undergraduate policies, which is ok, but please include one line that indicates that you will defer to undergraduate policies. Without that indication it makes it difficult to maneuver between campus and institutional policies. Have your policies written up and posted in a place where they can be easily accessed by students and faculty, for instance on your website.

We were able to initiate more faculty exchanges, thanks to the Presidents Diversity Initiative (PDI). We can put out the call earlier in terms of recruiting underrepresented minority (URM) students as well as increasing the number of faculty exchanges, either with us going there or faculty coming to our campus for research collaborations. Support from the PDI will help IU faculty to (1) identify prospective UR applicants earlier; (2) invite greater numbers of top URM prospective applicants to campus for a more in-depth recruitment visit; and, (3) increase URM nominations to UGS recruitment fellowships. For URM faculty collaboration and exchanges, this support will help IU faculty; (1) strengthen institutional awareness, relationships and understanding of resources available at minority serving institutions, (2) increase faculty research, reaching and learning collaborations, and (3) increase in joint grant submissions. The deadline for the Presidents Diversity Initiative is Sept 24.

Preparing Future Faculty and Professionals Annual Pathways Conference will be Friday, November 6, 2015 in Hine Hall/University Tower. The theme is Communication is Key and will feature Three Minute Thesis and Pitch (3MT and 3MP) competitions. Our winner will go on to compete against the Bloomington campus winner.

Writing Group is Wednesdays, September 2nd through December 2nd from 4:00-6:00 in our conference room, UL 1170.

We now have a Grad Grants center on our campus. Graduate assistant Ian Ermantinger-Salas is our Grad Grants coordinator. He is available on Wednesdays from 10am-6pm where he will help students find and complete grant submissions.

Graduate assistants Ian Ermantinger-Salas and Nick Pearce will present their research on "Designing a Compass for Graduate Students to Navigate the Silent Curriculum" at the Assessment Institute conference on October 25-27. Surveys have been developed, so you might be asked to participate in the study.

Dissertation Year Fellows will participate in the National Center for Faculty Development and Diversity (NCFDD) Dissertation Success Program. IUPUI has an institutional membership in the NCFDD (facultydiversity.org). Please encourage faculty, graduate students and postdocs to sign up for a free membership.

Graduate Personnel Workshop dates will take place in the University Library Lilly Auditorium (0130). For IU, the dates are September 15, 10am-12pm or September 17, 2:30pm-4:30pm. For Purdue, the date is September 17, 10am-12pm.

Title IX Sexual Misconduct, is a growing concern. There is a link to a module that takes about 30-40 minutes to complete. Please send the link to all new students. <http://studentaffairs.iupui.edu/health-wellness/hw-promotion/sexual-assault-prevention/haven.shtml>.

Getting You Into IUPUI (GU2IUPUI) is October 7-10. The Open House is October 9 and a call for department participation has been sent out.

Discussion & Program Review

- Kim Lewis, Associate Registrar, IUPUI Office of the Registrar discusses diplomas and internship notations on transcripts.

There is a documented need for a doctoral program notation that would provide a brief description of a required internship, degree program accreditation, or both when this information is routinely required for professional licensure and/or professional employment. This was approved by the ALC and Board of Trustees. For internship notation, the School will confirm that all three of following criteria are met:

1. Internship must be a degree requirement
2. Completion of the internship is a requirement for professional licensure
3. Organization that is offering/hosting the internship opportunity is accredited and/or approved by the licensing agency.

If you have a program you think this would apply to, we would like to know about it so that we can work with you to make sure we can implement this now that it has been approved.

This Spring approval was given to all campuses to have their master's program major added to the diploma. PhD programs were not part of the initial discussion. We are interested knowing if you would you like to have the PhD also show specialization, etc.

Mary Beth Myers indicated that an official proposal would not need to be drafted, but that as a result of this Graduate Affairs meeting, they would take this information and move forward on it.

Moved and approved to support the change to the PhD diploma.

- Mary Beth Myer, Director, IUPUI Office of the Registrar will discuss on best practices for accelerated degrees
We were looking at which accelerated degree model would be best for the students. With the focus on students, the 4+1 model is the preferred model since it maximizes the students' ability to receive financial aid and minimizes the overall cost of the degree. Another reason this model better suits students is because we can promote these programs to freshmen as 5-year programs that will allow them to get a master's degree, which can be a great recruiting tool. Students will be evaluated for the master's degree in their junior year to make sure they are eligible for admittance to a master's degree program. This model also helps the institution track how many of these programs we have, how many students are in them, and how the students are doing.
It is yet to be decided whether the campus will make the 4+1 model a recommendation or a requirement. If it becomes a requirement, then if you want to have a 3+2, you will submit a justification as to why a 3+2 is requested instead of a 4+1.
- MSD Cariology and Operative Dentistry – approved with revisions
 - Remove online language from front page.
 - There's a mention of a 2-year certificate program that might be developed; either remove its mention or not name it.

Graduate and Professional Student Government

Greco

Not in attendance

Graduate Office Reports

Henry

We are now fully staffed. Kyung Chong is our admissions coordinator and Kim Richards is the administrative assistant at the front desk

We are working with Providence Crystal Reye and now have a high school freshman who comes in once a week as part of a work study program. Her name is A'Jewell. We are excited to welcome her.

We have been reviewing the EAP policies; Incoming non-native English speaking graduate students will have the ability to take to take the EAP examination twice prior to the 2nd week of classes without written approval from the IUPUI Graduate Office. If a student, with guidance from their graduate program director, decides to retake the EAP examination a 2nd time they must understand that the results of the 2nd exam stand. A second retake (third examination) will not be an option. The English courses that students could place into will begin the 2nd week of classes to allow students to receive the scores for their 1st and 2nd EAP examinations and get registered in any required English proficiency courses. This will begin in Spring 2016; we need your help to enforce this.

We met with Kim Lewis in the Registrar's office about shoring up existing policies and making sure we are consistent with those policies. We want to ensure we are compliant with what the Board of Trustees asks us to do with regards to coding residency, and also with regards to criminal background checks. We need to be sure anyone coming into the university does not have a criminal background that needs to go to the Prior Misconduct Review committee. We have updated our Graduate/Professional Program Update Form to reflect these policies. If students have been out more than 12 months, they are automatically discontinued from SIS system; this is automatic and comes from the Office of the Registrar, not from the Graduate Office. In order to get the students back into the system, you would fill out this form. This form covers students who have been out 12-23 months. If a student is out 24 months or more, then they would need to move through the graduate eApp. The graduate eApp will capture any residency issues or prior misconduct issues that could have taken place during their absence.

Monica Henry and Kyung Chong will be meeting with the Office of the Registrar about retention and attrition rates and will inform the GAC of the outcome.

Committee Reports

Curriculum Subcommittee Report

O'Palka

Not in attendance

Fellowship Subcommittee Report

Henry

We have updated the roster and will have it on our website.

The comprehensive internal fellowship and award form will be updated and placed online

The Esther Kinsey Master's Thesis award is now the University Graduate School Distinguished Master's Thesis Award. The deadline is September 25, 2015.

The Wells Graduate Fellowship is now open to IUPUI doctoral or MFA students. The deadline for this fellowship is Nov 20th.

The Fellowship Committee will meet end of October.

Graduate Recruitment Council Report

Mitchell

The Fall 2015 recruitment begins September 11. If you are interested in us taking your information to any of the recruitment fairs, please contact us and we will be happy to distribute your information at the events.

GradExpo is coming up on September 24th.

Program Review

Blum

- Purdue School of Science Ph.D. Pre proposals – site move (information item only)
 - Mathematics
 - Computer Science
 - Physics
 - Addiction Neuroscience
- Graduate Certificate in Disaster Health Management – approved with the following changes
 - Clarify online percentage.
 - Chad Priest from Nursing to provide letter of support

It was suggested to consider this certificate for the Grand Challenges program

(http://www.iu.edu/~vpr/grand_challenges.shtml). Talk to your dean about it to see if a Grand Challenge can be developed from this.

- Proposed changes to Forensic and Investigative Sciences MS program – petition to use a one-member committee in place of the current 3-member committee for the non-thesis MS students. -- approved
- Proposed changes to the PhD Minor in Bioinformatics -- approved
- Proposed changes to the Master of Science program in the Department of Microbiology and Immunology -- approved
- Proposed changes to the PhD in Informatics, Biomedical and Health Informatics Specialization -- approved

Further Discussions:

- Midwest Student Exchange Program

This will go through the undergraduate side of campus but could extend to the grad school. The downside is that we would lose tuition, however, the upside is that we would gain access to out-of-state students who wouldn't consider our programs because of the high tuition cost. Some of the larger universities are participating in this program.

- Online Module regarding Sexual Misconduct “Haven—Understanding Sexual Assault”
<http://studentaffairs.iupui.edu/health-wellness/hw-promotion/sexual-assault-prevention/haven.shtml>

Old Business:

The PhD minor in Dental Informatics was approved via electronic vote on August 4.

Next Meeting and Adjournment: October 27, 2015, 1:30pm UL 1126