

# Graduate Affairs Committee Minutes

Date: November 24, 2015

Time: 1:30 – 3:00 p.m.

Location: UL 1126

Meeting called by: Dr. Janice Blum

## Attendees:

Janice Blum (Chair), Rafael Bahamonde, Randy Brutkiewicz, Susan Cauble, Fred Di Camilla, Gregory Druschel, Patricia Ebright, Richard Gregory, Monica Henry, Marjorie Hovde, Brian King, Karl MacDorman, Jennifer Mahoney, NaShara Mitchell, Jacquelynn O’Palka, David Peters, Patrick Rooney, Kristy Sheeler, David Skalnik, Andrew Winship, Constantin Yiannoutsos; Staff: Dezra Despain

## Minutes

Approval of the Minutes for October 27, 2015 – approved

Blum

IU Dean's Report

Wimbush

Not in attendance

Purdue University Report

Story

Not in attendance

Associate Dean's Report

Blum

As many know, Dr. Phil Pope is retiring from his role as Associate Dean of the Purdue Graduate School in January. Dr. James (Jamie) Mohler from Technology will be the new associate dean and is interested in visiting the GAC and the IUPUI campus.

The Graduate Faculty Council (GFC) has restarted. The first council meeting was held via video conference with all eight IU campuses. The chair is Margaret Bauer from the School of Medicine, vice chair is Carolyn Calloway-Thomas from Bloomington, and the secretary is Mary Bourke from Kokomo. They will look at policies and take charge of the awards committee and new initiatives. They don’t have oversight for approving programs, but they can change University Graduate School guidelines and rules.

The Indiana Commission for Higher Education (ICHE) is trying to understand IUPUI goals for graduate education and our interests in developing new multi-disciplinary degree programs. Given their request for information on new doctoral programs, we do ask that you inform us as soon as possible on potential new doctoral and professional doctorate degree programs.

Melissa Lavitt, Senior Associate Vice Chancellor for Academic Affairs, will be leaving in January. Margie Ferguson, formerly Assistant Vice President for Statewide Academic Relations, and our contact for the Academic Leadership Council (ALC), has been appointed as interim senior AVC for Academic Affairs when Melissa leaves. Michael Rushton from SPEA in Bloomington will take Margie’s position at the ALC. Natalie Harvey will continue in her service to the ALC and assist us with new and revised degree program approvals and progression, so we have a steady contact we can work with during this transition.

There is a lot of flux happening with online education as they work to develop the best and most efficient way to approve new and transitions of existing degrees to online. We hope to keep you updated as this process is refined.

Assistant Dean's Report

Mitchell

The PFFP conference went well. It was the first year we hosted the 3MT and 3MP competitions. Akshayalakshmi Sridhar from Biology, will represent IUPUI at the 3MT competition held during the Midwest Association of Graduate Schools (MAGS) annual meeting.

Funds for faculty travel for diverse graduate student recruitment and faculty research exchanges are now available for spring and summer 2016. Requests will be reviewed on a rolling basis until February 15th. [https://iu.co1.qualtrics.com/SE/?SID=SV\\_2bDbYCv8wBophFr](https://iu.co1.qualtrics.com/SE/?SID=SV_2bDbYCv8wBophFr).

Departments are asked to review their grievance and grade appeal information as the end of the semester approaches, and to make it public.

This is the time of year when little things can blow up, especially with national and international activities going on. Be sensitive towards all.

#### Graduate and Professional Student Government

Greco

Applicants should submit their application and materials to [elite50@iupui.edu](mailto:elite50@iupui.edu) no later than 5:00 PM on Friday, January 22, 2016. Award recipients will be notified the week of March 4th. The dinner will be April 13, so please save the date.

#### Graduate Office Reports

Henry

The Graduate Office is closed beginning at 12pm Wednesday, November 25th for the Thanksgiving holiday, and will re-open Monday, November 30<sup>th</sup>, then will close at 5pm on Wednesday, December 23rd for the Christmas holiday, and will re-open on Monday, January 4th.

A link to the most recent GAC Highlights can be found on the Graduate Affairs Committee website. Please share this link with those you think will benefit from receiving the highlights. <http://graduate.iupui.edu/faculty-staff/affairs-committee/index.shtml>

#### Committee Reports

##### Curriculum Subcommittee Report

O'Palka

The committee met approved three new courses and 4 course changes. We are not meeting in December; our next meeting will be in January.

##### Fellowship Subcommittee Report

Henry

Block Grant applications have been distributed. The deadline has been extended by one week this year, and applications are due December 11th at 5pm.

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. The PDI provides 5 year support. The call for applications will go out in December / early January.

IUPUI Sherry Queener Graduate Student Excellence application is now open. Deadline is March 4th. Visit <http://academicaffairs.iupui.edu/media/abfa1a21-f4f0-4f2f-baaa-1b289f6aa32d/aLLkYA/AAContent/04-FundingAwards/CampusAwards/Guidelines/QueenerGuidelines.pdf> for details

The 2016 MAGS Excellence in Teaching Awards are out there. November 30 is the deadline for internal competition.

MAGS Excellence and Innovation in Graduate Education - The award will be distributed to a MAGS member school in recognition of outstanding contributions in graduate education. Deadline is January 25th.

Indiana's POWER (Political Organization for Women's Education & Representation) Caucus is pleased to announce the 2016 POWER Scholarship for non-traditional women students – deadline is December 4th.

##### Graduate Recruitment Council Report

Mahoney

The GRC and staff in the Graduate Office are assessing the value of staff attendance at educational fairs and conferences as well as researching and developing other recruitment strategies. The GRC has started planning for our 2016 workshops for prospective students.

The Graduate Office is launching a monthly e-newsletter for current graduate students in December and a bi-monthly e-newsletter for prospective graduate students in January. We will be gathering information from all the programs to spotlight students, faculty, and programs as well as events such as open houses and information sessions.

The Graduate Recruitment Council has set meeting dates for 2016 and information on those dates can be found on our website. <http://graduate.iupui.edu/faculty-staff/recruitment.shtml>.

#### Program Review

Blum

If you plan to make curriculum changes to your programs, they will need to come to the Graduate Office, and possibly to the GAC for institutional oversight and assessment.

- Reactivate the Quantitative Methods track within the Epidemiology concentration of the MPH program -- approved
- Curriculum change – MA in Political Science – approved
- Curriculum change – Pharmacology & Toxicology - approved
- Curriculum change – BSN/MS Health Informatics -- approved
- Curriculum change – MS Chemistry & Chemical Biology – approved, with clarification of what the alternate criteria are. One opposed. The committee would like to see this again with the clarifications. (Note: This went out for an electronic vote after the GAC meeting with the clarifications attached and was approved with one opposed. This will be noted in the January minutes, also.)

## Discussion

- Graduate faculty guidelines
- Enrollment Data

We are hoping to bring in Michelle Hanson for data management and access. Information will be sent out with Highlights.

## Old Business

The following curriculum changes were approved on October 30, 2015 via electronic vote:

- Medical Dosimetry – curriculum change
- MS Degree in Anatomy and Cell Biology (Clinical Anatomy Track, 1 year non-thesis) – curriculum change
- MS Computer Science – curriculum change
- MS Biology – curriculum change

Next Meeting and Adjournment (**January 26, 2016, 1:30 pm, UL 1126**)