

# Graduate Affairs Committee Agenda

Date: Tuesday, August 23, 2016

Time: 1:30 p.m.

Location: UL 1126

Meeting called by: Dr. Janice Blum

## Attendees:

Janice Blum (Chair), Margaret Adamek, Rafael Bahamonde, Randy Brutkiewicz, Susan Cauble, Gabriel Chu, Cristine Czachowski, Fred Di Camilla, Miki Hamstra, Monica Henry, Youngbok Hong, Marjorie Hovde, Karl MacDorman, Jennifer Mahoney, Brendan Maxcy, James Mohler, Miriam Murphy, Mary Beth Myers, Brent Arnold for Jacqueline O'Palka, Patrick Rooney, Randall Roper, Paul Salama, Kristy Sheeler, David Skalnik, Jody Sundt, Constantin Yiannoutsos; Staff: Dezra Despain

Guests: Margaret Bauer, Ph.D., GFC Chair

## Agenda

Approval of the Minutes for May 24, 2016 - approved

Blum

IU Dean's Report

Wimbush

Not in Attendance

Purdue University Report

Mohler

Majors will now appear on transcripts under the degree.

Associate Dean's Report

Blum

Educational Advisory Board – [www.eab.com](http://www.eab.com) offers a wealth of short news updates related to university priorities and planning as well as peer data. Reports on a variety of topics are offered at the EAB website. IU has a contract with EAB for access to their information and reports. Contact Karen Lee in the Office of Academic Affairs for more information.

CSTI Introduction to Customer Discovery for Clinical and Translational Science – A training program to move ideas out of the lab and into the market. Submit application by September 12 via [www.krannert.purdue.edu/centers/nsf/ICorps-Midwest.php](http://www.krannert.purdue.edu/centers/nsf/ICorps-Midwest.php).

IUPUI Welcoming Campus Initiative – share the survey and shape the initiative <https://chancellor.iupui.edu/initiatives/welcoming-campus/recommendations.html> Please provide your feedback via the survey as campus priorities are set, and ask your students to complete the survey to ensure their voice is heard.

There is a diversity magazine published on campus. Reach out to Karen Dace if you want to submit to it. She's always looking for stories. This is a good way to promote your school.

We are interviewing for the Assistant Dean position and should be bringing in the top three candidates in the near future.

Graduate and Professional Student Government

Rhodes

Not in Attendance

Graduate Office Reports

Henry

Staff

- We have welcomed Lauren Kenney as our new Purdue Admissions Coordinator and Kyle Burson as our new Master's Recorder.

Accelerated Degrees

- In collaboration with the Registrar we have identified 7 accelerated degrees that have been advertised for some time now that do not seem to have formal GAC approval, mainly in SPEA, PBHL, BUS. We will grandfather these programs in so that appropriate SIS codes (MS/BS) can be created and thus your

students can be tracked in SIS. We will reach out with the required form to the GAC representative to initiate this process within the next week.

#### Haven +

- Emily Springston, Chief Student Welfare & Title IX Officer, clarified that the Haven + is a campus mandate, and that an email with instructions will go out to all graduate and professional students. If a student also holds an employee position they will be required to do both the student tutorial and employee tutorial to be compliant.
  - Haven + is not yet accessible in one.iu.edu thus the email has not yet been sent
  - We ask that schools / programs encourage their students to comply

#### UGS Distinguished Master's Thesis Award

- Nominations due by Friday, September 16<sup>th</sup>
- See <http://graduate.iupui.edu/doc/admissions/distinguished-thesis-award.pdf>

#### Committee Reports

##### Curriculum Subcommittee Report

Not in attendance

O'Palka

##### Fellowship Subcommittee Report

The Fellowship Committee voted to offer a 10-month University Fellowship and a 12-month University Fellowship to provide programs with more flexibility. The stipend for a PhD fellowship will be \$19,000 for a 10-month appointment, and \$22,500 for a 12-month appointment. For a Master's student the fellowship will be \$11,000 for a 10-month appointment and \$12,000 for a 12-month appointment.

Henry

##### Graduate Recruitment Council Report

We are hosting a **Getting Into Graduate School Information Session** on Wednesday, August 31<sup>st</sup> from 4:00 – 5:00 p.m. This covers making the decision to go to graduate school and the basics of the graduate application process. Students need to register at: <http://graduate.iupui.edu/survey/grad-school-info-session.shtml>

Mahoney

**Graduate Expo at IUPUI** is on Thursday, September 22<sup>nd</sup>. Most IUPUI schools and more than 40 outside universities are participating. We are encouraging students to register but walk-ins are welcome.

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

**Getting You Into IUPUI Institute** is October 5<sup>th</sup>-8<sup>th</sup>. This is for prospective students from underserved or underrepresented backgrounds with an interest in a doctoral or MFA program at IUPUI. There is an application process with 25 available spots. With acceptance, students receive a scholarship for travel, hotel, and meals. Departments are encouraged to share information about the Institute with prospective students. The application deadline is September 5<sup>th</sup>. Departments will have from September 5<sup>th</sup> through September 9<sup>th</sup> to review applications and indicate if they would like the applicant to visit.

[https://iu.co1.qualtrics.com/jfe/form/SV\\_cVn98qYUNLQ3yN7](https://iu.co1.qualtrics.com/jfe/form/SV_cVn98qYUNLQ3yN7)

**Getting You Into IUPUI Open House and Graduate Admissions Boot Camp** is Friday, October 7<sup>th</sup>. This is open to anyone interested in learning more about certificate, masters, or doctoral programs at IUPUI. Departments host students in the morning and they attend Boot Camp in the afternoon. We will be reaching out to departments to see who wants to participate in the Open House and will include a list of these departments on our website. Registration opens September 1<sup>st</sup>

#### 2:00 pm Graduate Faculty Council (GFC); Margaret Bauer, Ph.D., GFC Chair

Graduate Faculty Council had been disbanded a few years ago. In September of last year (2015) a new council reconvened. The GFC consists of graduate faculty members from all IU campuses with an interest in graduate education administrative issues. One of the first order of business was to form various subcommittees.

- The Awards Committee reviews nominations that come in for graduate awards. Establishing this committee adds consistency and transparency to the system, and is also a means to communicate these award opportunities to all the campuses.
- The Academic Policy Committee reviews the current policies that govern all the programs in general and will note any that may need clarification or changing.
- The Graduate Initiatives Committee is updating the bylaws of the GFC.

- The Diversity Initiatives Committee is developing goals on diversity and inclusion for graduate education.

#### Program Review

Blum

- Curriculum Change – Business of Biomedical Sciences PhD minor – approved
- Curriculum Change – Anatomy research PhD programs (IBMG-based and department-based) - approved
- Curriculum Change – Anatomy Education track - approved
- Curriculum Change – PhD in Health Policy & Management - approved

#### Discussion

CIRTL at IUPUI – please visit our website as we launch this new program for graduate and postdoctoral trainees interested in teaching and careers as future faculty. Participation in CIRTL will also strengthen our Teaching Assistants on campus and student success. Feel free to share information on this website which includes national and on campus programs for IUPUI graduate students and postdoctoral fellows. <http://cirtl.iupui.edu/>

Program Proposal Process – online submissions to the IUPUI Graduate Office are now available

The IUPUI Graduate Office launched a new addition to their website, the Graduate & Professional Degree Program Approval Process. This website makes available the information and requirements necessary to help facilitate the approval process. All new graduate and professional proposals are requested to be submitted via this system. <http://graduate.iupui.edu/faculty-staff/program-process/index.shtml>

Quick Guide to Data-Informed Decision Making at IUPUI

This is an excellent one-stop resource that links to various locations where data and reports can be found. Tools that can be accessed are: EAB, academic analytics, budget reporting, the IUPUI Talent Job Board, course/class enrollment reporting, UIRR, and more.

Next Meeting and Adjournment (**October, 25, 2016, 1:30 pm, UL 1126**)