

# Graduate Affairs Committee Minutes

Date: April 25, 2017

Time: 1:30 p.m.

Location: UL 1126

Meeting called by: Dr. Janice Blum

## Attendees:

Janice Blum (Chair), Randy Brutkiewicz, Susan Cauble, Cristine Czachowski, Fred Di Camilla, Margie Ferguson, Jan Fulton, Richard Gregory, Tabitha Hardy, Monica Henry, Marjorie Hovde, Matt Lawson, Karl MacDorman, Jennifer Mahoney, Brendan Maxcy, Miriam Murphy, Mary Beth Myers, Jacquelynn O'Palka, Kristi Palmer, Zachary Riley, Patrick Rooney, Randall Roper, Paul Salama, David Skalnik, Jody Sundt, James Wimbush, Constantin Yiannoutsos; Staff: Dezra Despain

Guests: Wendy Lin, Assistant Director, Institutional Research and Decision Support; Steven Graunke, Director, Institutional Research and Assessment; Karen Alfrey, School of Engineering & Technology; Saptarshi Purkayastha, School of Informatics & Computing

## Minutes

Approval of the Minutes for March 28, 2017 - approved

Blum

IU Dean's Report

Wimbush

The Graduate Faculty Council (GFC) is very active and engaged. Margaret Bauer from the School of Medicine has provided extraordinary leadership as president of the GFC and has been re-elected to serve another term.

The University Graduate School is scheduling an all-day planning meeting that includes both IUPUI & Bloomington to assess where we are. We are looking at June 5 or 6 for the meeting.

Each year, a statement is made at Commencement that these graduates meet all requirements for these degrees and are recommended for graduation. However, until this year, we have never sought approval from the faculty for these students. For the first time, we sought approval for IU students graduating in May from the GFC. You'll be pleased to know that for IUPUI, there were 81 IU doctoral candidates and 222 master's candidates. In Bloomington, there were 264 IU doctoral candidates and 290 master's students.

Although we did not seek approval for the Purdue degrees, we do have an account of the Purdue graduates for May. There were 43 doctoral and 332 masters.

Purdue University Report

Mohler

Not in attendance

Associate Dean's Report

Blum

Welcome to Zach Riley from the School of Physical Education and Tourism Management, who will be replacing Rafael Bahamonde on this committee.

There is a summit set for September for the Purdue campuses. Dr. Hardy and Dr. Blum have been invited to attend. There's a search for a new Purdue provost, and their graduate dean, Dr. Mark Smith is leaving for the University of Texas at Austin.

May 14<sup>th</sup> is graduation for our IUPUI campus. Please encourage your students to attend.

There are new officers for the Graduate and Professional Student Government (GPSG). Matt Lawson is the president-elect. The GPSG had a successful Elite 50. Katherine Bridgeman from the IU School of Health and Rehabilitation received the Dr. Charles R. Bantz Award for Excellence at the awards dinner.

May 23 is our last meeting for this academic year, so please send us any new programs or program changes before that meeting.

The GFC needs representatives from Indy group 4 and 5 (See our website to find out which Schools are in these groups <http://graduate.iupui.edu/faculty-staff/council.shtml> ). They need nominations for faculty who would like to serve as representatives. We have benefited from having representation on these committees. For example, Jody Sundt took the lead for the Fellowship Awards committee, which gave us a lot more fellowship awards for this campus. Kristy Sheeler will be running that committee next year. The GFC provides instruction and guidance on matters of the graduate curriculum, admission standards, and degree conferral, and provides general oversight of the academic quality and integrity of graduate programs.

We are working with the dean of the library to develop a graduate commons which will offer work and collaborative space for graduate and professional students in the University Library.

Assistant Dean's Report

Hardy

The Graduate Mentoring Center welcomed Dr. Kevin Cokely as the 2017 Innovators and Trailblazers scholar. We are currently looking for a speaker for next year's Trailblazers and Innovators symposium please let us know if you have thoughts on who we could invite.

We are considering posting on our website where we plan to go for recruiting.

Orientation Survey- Previously the graduate office held a graduate student orientation that focused on graduate resources and provided information about other resources on campus (ie GPSG, CAPS, Insurance, NIFS, student orgs etc.)

- We have seen a need for this in a number of our conversations with students and want to survey to see if a general orientation is needed/wanted, which departments/schools have graduate student orientation, would they be open to us having one or presenting information at theirs.
- TA orientation August 17<sup>th</sup> through CTL

President's Diversity fellowships: 4 have accepted 1-School of Science; 1- Public health and 2-School of Education

President's diversity dissertation year fellowships deadline has been extended to May 15<sup>th</sup> provides funding for one year - nominations come from the dept./ school

Funds are available through the PDI to promote faculty exchanges where faculty can travel to minority serving institutions

Graduate and Professional Student Government

Matt

Our goal for next year is to get representation from all 17 schools. There are 7 schools consistently represented, but it would be beneficial to have all 17 schools represented so that we can have a wider perspective of what is needed on our campus.

We awarded all \$60K for the Graduate and Professional Education Grants (GPEG) this year.

Also, this year GPSG purchased filtered water fountain stations for the Dental School.

We are considering requiring a graduate/professional student online orientation, possibly through CANVAS.

We had a successful Graduate Student Appreciation Week and have a call out for ideas for next year's Graduate Student Appreciation Week. Please send us any suggestions.

Graduate Office Reports

Henry

Please ensure your faculty submit their grades in a timely manner after the close of the spring semester – our recorders are eagerly awaiting grades so that they can post degrees. The Registrar's deadline for submitting grades is May 9<sup>th</sup> at 8 PM.

The call for Indiana University Bulletin updates for the 17 – 18 Bulletin will be distributed this week. The deadline for submitting updates is June 30<sup>th</sup>, 2017. The 16 – 17 Bulletin PDF can be found at:

<http://bulletins.iu.edu/iu/gradschool/2016-2017/index.shtml>.

The IUPUI Graduate Office welcomed Chaitanya Shinde, a graduate student in Electrical and Computer Engineering, as a student worker. Chaitanya will work alongside Dr. Tabitha Hardy.

Committee Reports

Curriculum Subcommittee Report

O'Palka

The committee saw a total of 28 courses; 8 course change requests and 20 new course requests. The committee approved 6 of the 8 course change requests and 10 of the 20 new course requests. The other 10 new course requests were approved contingent on mainly adding the new course policies to the syllabus.

We have one more meeting on May 1, so Friday is the final day to receive new courses or course change requests. Otherwise, it won't be until August or September when we start up again.

Fellowship Subcommittee Report

Henry

- University Fellowship Results
  - PhD nominations – 66, offers 33, accepted 14
  - Master's nominations – 29, offers 17, accepted 8

- President's Diversity Fellowship
  - 9 nominations, 6 offers, 4 Awardees
- Purdue Diversity Fellowship
  - 7 nominations, 3 offers, 2 Awardees
- Dissertation Year Awards – Extended deadline – May 15<sup>th</sup>
  - Purdue PhD students visit <http://graduate.iupui.edu/doc/admissions/diversity-dissertation-fellowship-purdue.pdf> for eligibility and fellowship details
  - Indiana University PhD students visit <http://graduate.iupui.edu/doc/admissions/presidents-diversity-dissertation-fellowship-IUPUI.pdf> for eligibility and fellowship details.
- The Indiana University Graduate School Distinguished PhD Dissertation Award deadline is May 19<sup>th</sup>, 2017 – visit the Research tab at - <http://graduate.iupui.edu/admissions/financial-support/fellowships-awards/index.shtml> for additional details.

#### Graduate Recruitment Council Report

Mahoney

The next Graduate Recruitment Council meeting is Thursday, May 11<sup>th</sup> from 2:30 – 4:00 p.m. in UL 1126. Anyone who has a role or interest in recruiting students to their programs is welcome.

The next Getting into Graduate School Information Session will be held from noon – 1 p.m. on Wednesday, May 24<sup>th</sup> in UL 1126. These sessions are offered on a quarterly basis to provide attendees with information regarding making the decision to go to graduate school as well as offer tips on the graduate school application.

Registration link: <http://graduate.iupui.edu/survey/grad-school-info-session.shtml>.

#### Discussion:

Blum

Graduate Retention Dashboard Demo presentation by Wendy Lin and Steven Graunke

The Office of Institutional Research and Decision Support (<http://irds.iupui.edu/>) provides accurate, timely, and actionable information to support decision making at IUPUI. Using information from this office will allow greater coordination and alignment of activities to achieve maximum effectiveness in regard to IUPUI's strategic vision, mission, values, and goals related to the success and learning of students as well as overall institutional effectiveness.

Although most of the data collected is geared towards undergraduates, a significant amount of graduate data is being collected.

IUPUI Graduate/Professional Student Retention and Graduation report was developed by Wendy Lin and can be found here: <http://irds.iupui.edu/Institutional-and-Strategic-Planning/IUPUI-Data-Link>.

To access information on graduate students, select the image labeled Graduate Student Retention and Graduation. You will need to use CAS authentication to access this data portal. Be sure to enter the required information on the left hand panel to select campus, cohort terms (Fall, Spring, Summer) as well as type of students, school and department/program plan if you wish to drill down to specific student cohorts. The site offers information on different student populations including gender and diversity as well as instate/out of state residents and international students. Additional information is offered at the top of the data tables and you can see the number of students tracked by hovering over the graphed lines in data plots.

The dashboard has two tabs: Retention & Graduate Rate, and Retention Overview. Under the Retention & Graduate Rate tab, the first graph shows percentages of retention over time and the second graph shows percentages of cohorts graduated over time. Under the Retention Overview tab, it shows the same data, only it is displayed as a graph that lets you see the retention trends more easily.

When analyzing this data, you can see the retention rates in the various groups, which could help you consider how to approach these groups more effectively.

Please contact us if you notice any missing data or have any questions.

#### Program Review

- New accelerated degree, BS/MS in Biomedical Engineering, PU School of Engineering & Technology – approved.  
Mary Beth Myers from the Office of the Registrar, wants accelerated program Best Practices to apply.
- New graduate certificate in Biomedical Data Analytics, IU School of Informatics & Computing – tabled until revisions can be reviewed by the committee  
The certificate is rather broad and overarching. It was suggested that it should focus on Bioinformatics and specific data related to that field rather than the broad field of biomedical. With the certificate being so broad, students could be confused and mis-enroll, expecting something that is not offered by the program.

There were concerns about bringing students from diverse backgrounds up to speed with the minimum expectations required by the certificate. The response was that the students are given a tool set that helps with this.

Revisions based on reviews were submitted just prior to the GAC meeting. The Committee elected to table this proposal and will vote at the next meeting.

- New minor in Policy Analysis for Biomedical Sciences, IU School of Medicine & SPEA – approved
- New concentration in Organizational Leadership, PU School of Engineering & Technology – approved
- Changes to the graduate certificate in Human Resource Development, PU School of Engineering & Technology – approved
- Changes to the graduate certificate in Medical Dosimetry, IU School of Medicine – approved

Next Meeting and Adjournment (**May 23, 2017, 1:30 pm, UL 1126**)