

Graduate Affairs Committee  
March 25, 2003  
3:30 p.m. - 5:00 p.m.  
UL 1126

**AGENDA**

1. Approval of the minutes for February 25, 2003 ..... Queener
2. Vice Chancellor's Report..... Brenner
3. Associate Dean's Report..... Queener
4. Purdue Dean's Report ..... Story
5. Graduate Office Report..... Queener / Koerner  
Dispersal of RIF funds
6. GSO Report..... Roberts
7. Committee Business  
Curriculum Subcommittee Report ..... O'Palka  
Fellowship Subcommittee Report..... Koerner
8. Discussion ..... Queener  
Handling of fees by departments  
IMIR questionnaire
10. New Business.....
11. Next Meeting (April 22nd) and adjournment .....

**Graduate Affairs Committee**  
**March 25<sup>th</sup>, 2003**  
**Minutes**

Present: Margaret Adamek, Hasan Akay, William Bosron, Mark Brenner (co-chair), Karen Gable, Dolores Hoyt, Steven Jones, Marvin Kemple, Joyce Mac Kinnon, Chris Miller, Khaula Murtadha-Watts, Nasser Paydar, Doug Perry, Sherry Queener (co-chair), Tonya Roberts, William Schneider, Jon Story, Joanne Warner, James Williams, Kathryn Wilson

Staff: Monica Henry

**Approval of the minutes - Dr. Queener**

The minutes from the February 25<sup>th</sup>, 2003 meeting were approved.

**Vice Chancellor's Report – Dr. Brenner**

Dr. Brenner asked the GAC to notify him of any problems regarding international students gaining entry to the country.

Government Contracts with restrictive clauses are becoming more restrictive. Different departments, especially Engineering and Technology, may be effected by this.

Definitions of programs aimed at supporting minority students will be altered in the near future. One such program is SROP. These changes should take place prior to the ruling on the University of Michigan's Affirmative Action Supreme Court case. In an effort to pass any legal challenges in the future definitions will be broadened to include first generation students, and financially disadvantaged students, as well as minority students. Definitions of programs funded by NIH will remain consistent with NIH language per the campus legal counsel. Dr. Gwendolyn Johnson has met with campus counsel in an effort to establish this new language. Any changes will affect 2004 programs. The intention is to keep IUPUI programs functioning as we have designed them, which we believe is within the letter and spirit of existing law and should avoid legal challenges.

**Associate Dean's Report – Dr. Queener**

Sara Allaei has distributed guidelines regarding IUPUI deadlines and SEVIS deadlines to the APPC. This same information was distributed to the GAC following the meeting.

The Commencement and Hooding Ceremony will be similar to last year's events, with the Hooding Ceremony being held at the Westin Hotel. Details will be distributed in the near future.

The language on Referral forms for Academic Misconduct creates disincentives for reporting. There will be an attempt made to modify this form, however the form is a system wide procedure. Karen Whitney, in the Student Life and Diversity Office, is looking at this process and a potential course of action. If a student is supported by a federal grant and files a complaint or is a recipient of a complaint, federal policies would override campus policies.

### **Purdue Dean's Report – Dr. Story**

The Purdue Graduate School is interviewing for a Recruitment Specialist this week.

Dr. Story is chairing a committee that is reviewing issues surrounding post-doctoral fellows. The hope is to appoint an office or an individual to oversee issues relating to post-docs. These individuals are no longer graduate students and their mission is research, therefore the thought is that the Research Office should oversee post-doctoral issues. However, the Graduate School has more resources with regards to counseling availability. These concerns will be addressed by this committee.

The Purdue Graduate School is in the process of updating the Thesis and Dissertation manual. Please send any comments or recommendations to Dr. Story by April. Revisions will take place throughout the summer.

### **Graduate Office Report – Dr. Queener**

RIF funds have been dispersed.

### **GSO Report - Roberts**

Educational Enhancement Grants are due March 29<sup>th</sup>. Approval will take place on April 7<sup>th</sup>. The application can be found on the GSO website.

### **Committee Business**

#### **Curriculum Subcommittee Report – Henry**

One new course request from Philanthropic Studies has been approved by the Curriculum Subcommittee.

#### **Fellowship Subcommittee Report – Dr. Queener**

Thirty-three masters fellowships and 23 Ph.D. fellowships have been offered. As of today, 1 masters student has accepted, and 3 Ph.D. students have accepted. The hope is to match the number of acceptances with the amount of funds available. Historically 58% of those offered fellowships have accepted.

During the 2002-2003 academic year 25 masters fellowships were offered and 21 accepted. This was an unusually high acceptance rate. Out of 30 Ph.D. fellowships offered, 14 accepted. Accepted offers matched funds available. During the 2000-2001 academic year 28 masters fellowships were offered and 16 accepted. Twenty-four Ph.D fellowships were offered, and 14 accepted.

Dr. Bosron asked if the goal of the campus is to be a recognized research institution should masters and Ph.D. offers be equal, or should there be more Ph.D. fellowships offered. Dr. Brenner noted that there is no ratio written into the strategic plan. The goal is to promote the growth of both masters programs and Ph.D. programs. Dr. Schneider, a Fellowship Subcommittee member, stated that total dollar amount awarded for masters and Ph.D fellowships are typically equivalent. Dr. Schneider stated that a portion of the \$100 fee for first time undergraduate students is earmarked for graduate education and fellowships. Dr. Queener stated that the annual solid figures are never available until very late in the season. The School of

Medicine is losing ground with regards to Ph.D. fellowship stipends, and is struggling to be competitive. Dr. Bosron asked why each program is allowed to nominate 4 students no matter the size of the program. He asked if equal amounts of money should be given to the schools to be used as needed, or if the number of nominees should be determined based on the size and quality of the program. Dr. Schneider stated that the goal of the fellowships is to attract the very best first year graduate students. Dr. Brenner asked that the Fellowship Subcommittee present a proposal by early next fall on these issues and outline a plan to revisit current resources, future resources, fund raising possibilities, and how to best utilize all resources to strengthen our graduate programs.

## **Discussion**

### **Handling of fees by departments**

As of June 1<sup>st</sup> the Bursar Office will not accept application fees sent in by check or cash. Undergraduate Admissions does have an office that can handle this responsibility, however, Graduate Admissions does not. Dr. Queener asked the GAC if they would be interested in having each department handle this responsibility or if the Graduate Office should be responsible for this. Those members present agreed that they are not interested in having each department handle application fees. Dr. Brenner noted that there has been talk regarding eliminating the use of credit cards in the next year. More clarification regarding these matters will be forthcoming.

### **IMIR questionnaire**

Not every item on the performance indicator will apply to every program. Dr. Queener asked the GAC to review the indicators and if they do not find a measure that will work for their program to please notify Dr. Vic Borden. It was asked that “Annual equipment expenditures” under Indicator 2 be replaced with “Annual research expenditures”. Dr. Queener stated that she will pass this on to Dr. Borden. Dr. Paydar noted that under Indicator 3, bullet 1, a 3.0 GPA or higher is required for most graduate and professional programs. This may not be an adequate measure. Dr. Schneider stated that the Block Grant Application should be used as a resource for the performance indicators. Dolores Hoyt pointed out that under Indicator 2, Library resources should be expanded to include the quantity, quality, and access to materials in comparison to a comparable institutions / program.

## **New Business**

The Department of Microbiology and Immunology’s Bridges to a Doctorate Proposal has been approved and will be funded by NIH. This is a bridge from Jackson State University master’s students to IUPUI Ph.D. programs. Dr. Johnson is working to facilitate the early identification of students and faculty from Jackson State who will participate; IUPUI faculty involved with the program will be writing supplements to their funding agencies to support the summer research with these visitors. Suggestions are welcomed.

## **Next meeting date**

April 22<sup>nd</sup>

**Meeting adjourned at 4:45 p.m.**

## **APPROVED COURSE SUMMARY**

**March 25<sup>th</sup>, 2003**

### **NEW COURSE REQUESTS**

#### **School of Liberal Arts**

**PHIL**

**P548**

**Clinical Ethics Practicum**

**3 Credits**

This course provides didactic experiences both in the classroom and in clinical settings, enabling students to fully appreciate ethical issues that face health care professionals. The course will be team taught by IUPUI faculty and clinicians, with support from the IU Center for Bioethics.

Justification: Important elective for the bioethics concentration in the proposed new MA in philosophy.

## **Comments and Suggestions on the Graduate/Professional Program Performance Indicators**

The following 2 pages list the four general performance indicators related to IUPUI's graduate and professional programs that emerged from a brainstorming session held among a subset of members of the GAC committee last year. A list of possible measures is included with each indicator. These measures are not identical to those now appearing on the Institutional Portfolio web site as 'placeholders.' I have made some adjustments based on the conversations at our meeting and consideration of other factors.

Please review the indicators and related measures, and provide feedback in the appropriate boxes regarding the possible measures and suggestions for other measures. At the end of the document is a space for you to comment more generally on the overall performance objective, the indicators, and the measures.

Note that the comment boxes will expand as you type in your comments. Thus there is no limit to what you can contribute. Placing your comments within the boxes will also make it easier for me to identify and use your suggestions.

**Please send the document with your comments as an attachment to an email directly to me, Victor Borden (vborden@iupui.edu).** I would appreciate receiving your input by April 11, 2003.

Do not hesitate to contact me if you have any questions.

## Performance Objective: Provide Effective Professional and Graduate Programs

### *Indicator 1: Demand for program admissions*

#### **Possible Measures**

- Application trends (resident, non-resident, international)
- Percent of applicants scoring in top 20 percentile of entrance exams (GRE, MCAT, LSAT, GMAT, etc.)
- Average undergraduate GPA of applicants
- Applications from under-served populations
- Acceptance rate
- Enrollment Yield

Comments on possible measures:	Suggestions for other measures:

### *Indicator 2: Quality of Graduate and Professional Programs*

#### **Possible Measures**

- Programs in National Rankings
- Average entrance score percentiles (GRE, LSAT, GMAT, GMAT, etc.) of new enrollees
- Students from Top 50 U.S. News & World Report Institutions
- Class size distributions (>25, 15 – 24, 5 – 14)
- Library resources
- Annual equipment expenditures
- Student support services
- Student perceptions of program quality

Comments on possible measures:	Suggestions for other measures:

### ***Indicator 3: Student Success and Achievement***

#### **Possible Measures**

- Percent of students attaining average grades > 3.00
- Program retention rates
- Program completion rates
- Pass rates on licensing exams
- Financial support for students
- Student and Student w/Faculty publications/presentations
- Student awards and recognitions
- Recruitment/Placement of completers by major area employers
- Placement of graduates into first position after completion

Comments on possible measures:	Suggestions for other measures:

### ***Indicator 4: Development and Support of Programs that Fulfill Community Needs***

#### **Possible Measures**

- Recruitment by and placement of completers with area employers
- Non-degree graduate enrollments, benchmarked with peer institutions
- Enrollment of area residents in graduate/professional programs
- Enrollment in distance and distributed learning programs
- Collaborative programs with community agencies, business, and industries
- Contributions of programs and students to social, cultural, and economic development

Comments on possible measures:	Suggestions for other measures:

Other comments and suggestions (e.g. are we missing anything important regarding the overall performance objective?)