

**Graduate Affairs Committee
Minutes
February 23, 2010**

Present: Margaret Adamek, Jodie Atkinson, Beth Berghoff, Oliver Chen, Fred DiCamilla, Bob Dittmer, George Edwards, Philip Goff, Andrew Hsu, Michael Kowolik, Joyce Mac Kinnon, Jim Murphy, Jackie O’Palka, Mathew Palakal, David Peters, Dan Pesut, Sherry Queener, Simon Rhodes, Sherry Sims, Jon Story, Soren Svanum, & James Williams

Staff: David Koerner, Nelson Soto, Sue Wheeler & Beth Young

Guests: Robert Helfenbein, Jose Rosario, & Samantha Paredes Scribner

Approval of Minutes – Dr. Sherry Queener

Email: Beth Young ejmoody at iupui dot edu

Purdue Dean’s Report – Dr. Jon Story

The hiring for the Assistant Dean position in the Purdue Graduate School has been put on hold due budget cuts, but hope to have someone in that position by the summer.

Purdue Graduate School is currently restructuring their strategic plan to coincide with the Purdue University Strategic Plan.

Purdue University-West Lafayette is now discussing the transfer of power to regional campuses regarding admissions and curriculum matters. This won’t change much on the IUPUI campus, but might be a bigger shift for other regional campuses. They hope to implement this in the Fall.

In March, Purdue University-West Lafayette will be going through the NCA review.

Associate Dean’s Report – Dr. Sherry Queener

Dr. Queener would like GAC members to mark on their calendars the April Town Hall Meeting: April 1st – Lilly Auditorium from 4:30-6pm.

Graduate Office Report – Mr. David Koerner

- Status of Graduate Application
 - We are in the process of developing a new GRAD On-line application to replace our current vendor (AY). IUPUI is the in the pilot group for the new application. Undergraduate admissions have already gone to a new on-line application. We have been able to utilize much of the features from their application in the development of the GRAD application. Some of the new features that we have asked to be included in the GRAD application are:
 - If a student uses their IU network ID and pass phrase when they create their application, their UID # will pull over to their application – this approach should stop students from ending up in suspense, allowing the application to route to the department quicker.
 - We have developed a number of “sorter questions” – the answers to the “sorter questions” will either make the application international or domestic and either degree seeking or non-degree. Based on how an applicant answers the “sorter questions” will give them the appropriate GRAD application.

- The current GRAD application is a static application, the new GRAD application will be more dynamic meaning depending on how the applicant answers a question, they will not be asked any additional questions or may be asked clarifying questions.
 - At the present time, 49% of the applications processed by the Graduate Office are manual/paper applications. We have asked for a new “copy” function on the new application – copying the applicant’s bio/demo and educational history from a previous application to a new application. The hope is that this copy function will decrease the number of paper/manual applications we are processing.
 - The current GRAD application asks applicants for their program and plan of study. The new application will go even further and ask them for the sub plan or track they are interested in.
 - Applicants will be able to request a “fee waiver” when they are completing their application. The Graduate Office will be responsible for determining if a fee waiver is legitimate and if not, the applicant will be asked to pay the application fee. This approach, while it may increase the number of request for a fee waiver, will decrease the amount of time we currently use to process a fee waiver.
 - The new GRAD on-line application will incorporate e-doc routing into the admission process. This allows departments/units to attach documents that they normally are sending to the Graduate Office.
 - The new GRAD on-line application will only print the answers an applicant provides. No more blank pages will print like in our current application.
 - We anticipate a final decision on the go-live of the GRAD on-line application in mid-March and hope that it will go into production in the April/May timeframe.
- IUPUI Graduate Expo – Soto & Wheeler
 - Save the Date: September 29th, 2010
 - Link to IUPUI Grad Expo Website: <http://www.iupui.edu/~gradoff/gradexpo/>
 - Registration will start in mid-March.

GSO Report – Ms. Jodie Atkinson

The GSO was recently awarded an additional \$4200 for the EEG process. They are currently digging through data on Graduate Student Fees & there has been discussion & consideration about segregating Graduate and Undergraduate Fees so they may be fed more directly back to students and necessary resources. They are determining which campus-wide resources they do utilize & are important to fund & possibly locate money to put towards additional scholarships for graduate students.

Committee Business

Curriculum Subcommittee – Dr. Jackie O’Palka

No report.

Fellowship Subcommittee – Mr. David Koerner

We have received a record number of University Fellowship nominations – 117 total. 37 are at the Masters level and 80 at the PhD level. The committee will be meeting the week of March 8th to determine the make offer list. We will “overextend” the make offer list for the PhD level – we know from our past that many PhD students will accept other offers. At the Masters level, our acceptance rate is very high so it is very unlikely that anyone on the alternate list will get an offer.

Program Review – Dr. Sherry Queener

- PhD in Urban Education
 - Due to some necessary clarifications, the School of Education will make some revisions to the current proposal and bring it back for approval by the GAC.
- Master of Physician Assistant Studies
 - Due to some necessary clarifications, the School of Rehabilitation & Health Science will make some revisions to the current proposal and bring it back for approval by the GAC.

Discussion

- Compact for Faculty Diversity.....Soto
 - 4 day conference that attracts minority doctoral students & also undergraduate students. The organization is invitation only & has been around for about 15 years. Last year, IUPUI was invited & attended this conference, which included members of the IUPUI Graduate office, IU School of Medicine, IU School of Social Work, & others from Academic Affairs.
 - The purpose of this event is for recruitment and also retention.
 - There will be more discussion with Dr. Ken Durgans about this event along with other faculty members from across IUPUI.
 - This is an opportunity where we can track undergraduate students who may come to this campus potentially with funding already with them. It also a great way to recruit new faculty to IUPUI as well.
- CGS agreement on April 15 deadline for funding acceptance.....Queener
 - Re-statement of a resolution with the Council of Graduate Schools.
 - Although, IUPUI is not listed on this statement we do follow these guidelines.
 - Dr. Queener will investigate how to get IUPUI listed on the CGS website.

Old Business

Next Meeting
February 23rd, 2010

Meeting adjourned 2:55pm