

**Graduate Affairs Committee
Minutes
March 22, 2011**

Present: Margaret Adamek, Barry Barker, Ben Boukai, Patricia Ebright, George Edwards, Philip Goff, Robert Helfenbein, Kathy Johnson, Michael Kowolik, Craig McDaniel, Jill Murrell, Razi Nalim, Jackie O'Palka, Mathew Palakal, David Peters, Sherry Queener, Simon Rhodes, Brittney Shea-Herbert, Sherry Sims, David Skalnik, Toby Swick, & James Wimbush

Staff: David Koerner, Sue Wheeler & Beth Young

Guests: Hesta Friedrich-Nel

Approval of Minutes – Dr. Sherry Queener

Email: Beth Young ejmoody at iupui dot edu or David Koerner (between April & June 2011) gkoerner at iupui dot edu

IU Dean's Report – Dr. James Wimbush

The IU Graduate School continues to be very busy during this Spring Semester.

Dean Wimbush shared that a year ago; President McRobbie appointed numerous task forces and committees so the campus has been very busy this semester with those charges. Reports from these areas are beginning to forward their reports on to him.

Associate Dean's Report – Dr. Sherry Queener

- Hesta Friedrich-Nel, Visiting Faculty
- English for Academic Purposes (EAP) requirements
 - Some issues have come up including students teaching courses without taking the SPEAK test, which will not be tolerated.
 - Dr. Queener would like to bring this topic back to the GAC this Spring & ask Estela Ene, the new EAP Program director, to join us to discuss current issues with it.
 - Dr. Queener asked the committee to start thinking about points they would like to bring up for that future discussion.
- The IUPUI Graduate Office is pleased to announce that they have hired a new Assistant Dean, NaShara Mitchell. She will begin on April 4th.
- NCA 2012
 - Dr. Queener shared a newsletter concerning the 2012 reaccreditation review. She also mentioned that this newsletter is also available online.
 - This particular issue covers the 1st & 2nd Criterion, the timeline for this process, & the Town Hall schedule.
 - Dr. Queener will invite Karen Black to a future GAC meeting to talk about accreditation.
 - The Graduate Office will post a link to the University of Cincinnati documentation that has been suggested as a good template for the IUPUI Graduate & Professional programs. The link will show NCA approved documentation.
 - Dr. Queener is going to be speaking with IMIR to collect some up-to-date retention data.

Graduate Office Report – Mr. David Koerner

- David shared information about the new GRE test that will be released in August 2011. If students need to have scores in for admissions decisions by August 1st, they need to take the test now. When the new test comes out, those scores will not be available until the 1st of November (most likely mid-November). David urged the faculty to keep this in mind when talking to students and their admissions goals. He recommended to look at the GRE/ETS website to research the new test & how it will differ from the current test.
- Graduate Recruitment Council Report – Sue Wheeler
 - Graduate Recruitment Council met last week.
 - **Upcoming Events:**
 - Monday, May 23rd – Accelerate Acceptance Speed Session
 - Wednesday, July 13th – Part-time/Evening Showcase
 - Monday, July 18th – Graduate School Boot Camp
 - IUPUI Graduate Expo – Wednesday, September 21st
 - Ball State Graduate Fair – Friday, September 23rd
 - Sue Wheeler announced that we have recently hired a new graduate assistant, Jennifer Mahoney. She has a strong background in Public Relations & is a great addition to the team. Sue mentioned that if any graduate & professional programs need assistance with marketing for their program, please let us know & we will try to accommodate you as much as Jennifer's time will allow.

GPSG Report – Mr. Barry Barker

The GPSG is working on the EEG applications this week. There has been some confusion between the GPSG Educational Enhancement Grant (EEG) (only available to apply once in the Fall & once in the Spring) & the Student Development Funding Committee (accepts applications year round) (SDFC) EEG. The GPSG is working on a way to differentiate itself between the two.

Barry shared that they will be putting out a call for students for upcoming elections for next year's positions very soon. This will be decided at the next meeting, which is in 2 weeks. Each school is responsible for deciding their own process on selecting the representative & alternate on the GPSG.

C3 Program – this program highlights service to career, campus & community. As something new this year, they will offer an award to students that excel in all three categories.

Committee Business

Curriculum Subcommittee – Dr. Jackie O'Palka

The Curriculum Sub-Committee met on March 8th where the committee approved 8 course change requests & 8 new course requests.

The next & final "wrap-up" meeting will be held on Thursday, June 16th.

Fellowship Subcommittee – Mr. David Koerner

David shared a handout that explained the amount of money that is available for block grants this year along with University Fellowships. We have about 2.25 million dollars for University Fellowships, which are made up of Block Grants, new program proposals, & University Fellowship offers.

The committee sent out 16 offers for Masters & 32 offers for PhD Candidates. So far 2 Masters Candidates & 3 PhD Candidates have accepted. The deadline to accept an offer is April 15th at 5pm. As your office gets offers or declines, please let David know.

Program Review – Dr. Sherry Queener

- PhD in Chemistry
 - Proposal is approved as it stands with the forthcoming additional supportive documents
- PhD in Biology
 - Proposal is approved as it stands with the forthcoming additional supportive documents
- MS in Clinical Research Revision
 - Approved
- Request for Name Change of an Academic Program – School of Physical Education and Tourism Science
 - Approved

Discussion

Old Business

Next Meeting

April 26, 2011

Meeting adjourned 2:42pm