

**Graduate Affairs Committee
Minutes
January 24, 2012**

Present: Margaret Adamek, Davide Bolchini Oliver Chen, Dan Drew, Pat Ebright, Philip Goff, Robert Helfenbein, Alan Mikesky, David Peters, Akeem Sadiq, John Schild, Dave Skalnik, Toby Swick, Jackie O'Palka, Sherry Queener, James Williams, James Wimbush & Marianne Woceck

Staff: David Koerner, NaShara Mitchell, Sue Wheeler & Beth Young

Guests: Terry Baumer (SPEA), Saba Siddiki (SPEA) & Kristy Sheeler (SLA – Comm Studies)
Approval of Minutes – Dr. Sherry Queener

Email: Beth Young ejmoody at iupui dot edu

IU Dean's Report – Dr. James Wimbush

In December, several colleagues from IUB, IUPUI, PUWL & IPFW attending the annual Council of Graduate Schools (CGS) meeting in Scottsdale, Arizona. The focus of the meeting was on diversity and many of the presentations were about diversity and assessment. Dean Wimbush shared that President Michael Crow (Arizona State University) revealed great information about the unconventional methods ASU is currently using in their public university. They are truly working outside the box. He also shared that Dr. Scott Page (University of Michigan) gave a great presentation in regards to diversity & leadership that included great data & facts in this regard. Dr. Marta Tienda (Princeton University) spoke about diversity & leadership as well. Many other topics were covered including, public perceptions of Graduate Education, Student Learning Outcomes & Assessment. Dean Wimbush presented with Dean King (SUNY Oswego) & Pro Vice-Chancellor Strugnell (The University of Melbourne) about Effective Strategies for Graduate Dean Leadership.

Also in December, the IU Graduate Council invited Provost Hanson, Vice President Applegate & Chancellor Bantz to come talk about the new Academic Direction Report and how it relates to the Graduate School. Dean Wimbush wanted to thank Dr. James Williams for leading such a positive discussion & asking the right questions during that meeting. Dean Wimbush is hopeful to have more information at the next meeting.

Associate Dean's Report – Dr. Sherry Queener

Dr. Queener shared that the Purdue Graduate School is working on a cooperative strategic plan for the Purdue graduate programs across all of the campuses. The goal is to better coordinate what each of the campuses is planning and cooperate where it might reduce duplication or cost.

Dr. Queener shared that the results of the 2011 Graduate Alumni Survey has been released. She will distribute this to the GAC. The survey had a 14.7% response rate. A high number of graduate alumni (doctoral & masters) were satisfied with IUPUI and their degree process. Of those who received doctoral degrees 93% are working for pay and 88% of the masters students are working for pay as well. Seventy-two% of the doctoral graduates are working within Indiana and 76% of masters graduates are working in Indiana.

Dr. Queener is still working with the accreditation team and she needs examples of programs that have recently changed their curriculum based upon an assessment. This could include an assessment of student learning outcomes or assessment of satisfaction. She needs concrete examples of the process for gathering the data, who approved the changes, and how they were implemented. If you have any knowledge of this happening in your area, she would greatly appreciate the information.

Assistant Dean's Report – Ms. NaShara Mitchell

Ms. Mitchell shared that she had just finished a meeting with Indiana Business Journal concerning their upcoming Graduate Magazine to be released this October. While the magazine mostly highlights the transition from college to career, they do include 2 pages about making the decision to go graduate school. NaShara shared information about the value of graduate school & its importance for advanced degrees as well as career status. She is hopeful that this different focus is shared in the new edition coming out in the Fall.

Writing Group for Master's & Doctoral Students

- Monday's from 5-7 pm in the Graduate Office Conference Room.
- The IUPUI Graduate Office is pleased to announce WRITE ON: The Graduate Student Writing Group, aimed at providing graduate students weekly support and accountability with the thesis and dissertation process and completion along with other writing projects such as grants or publications. WRITE ON will meet Mondays, 5:00-7:00 in the University Library, Suite 1170, January 23-April 23, 2012. The format will allow participants to dedicate time to write, review, and discuss projects, receive feedback, and participate in skill building activities. All graduate students are welcome. Please contact NaShara Mitchell, Assistant Dean, nacmitch@iupui.edu, IUPUI Graduate Office, with questions or for additional information.

Getting You Into IUPUI Weekend – 2012

- *Sunday, October 7, 2012 – Wednesday, October 10, 2012*

NaShara discussed the 2012 dates for GU2IUPUI:

- On the 7th (Sunday) the students will arrive;
- The 8th (Monday) they will visit with the departments;
- The 9th (Tuesday) they will attend a mini boot camp session where they will learn about a variety of topics, including application information and so on.
- And the last day, the 10th (Wednesday) they will either visit IU or meet with a different IUPUI department in which they are potentially interested in applying.

This weekend experience is open to all programs and is for underrepresented students only. Please note that this is a very *broad* term. As an example, males in nursing are an underrepresented population. On the 8th, if you want to coordinate an open house in your department the same day, we do encourage it. Applications for GU2IUPUI are due in September. There will be two separate applications, one for IUPUI and one for IUB. Departments will also get to review applications. Getting into this weekend is competitive. As an example, out of 10 students who visited the 2011 weekend, 7 were guaranteed on applying...the other 3 were applying but unsure as to where.

Preparing Future Professionals - PFP

- March 23, 2012 – PFP Symposium (More details to follow...)

The PFP Symposium is for students who are not interested in an academic career. This event will involve individuals from Lilly and other various organizations. There will be quite a few non-current students in attendance. It is an opportunity for individuals to gather information.

The next PFP Symposium will be held on Friday, November 2nd. More details to follow.

GPSG – Mr. David Koerner

Mr. Koerner shared that the GPSG is meeting tonight and will be discussing how the university is currently using the Technology Fee that all students are paying on campus.

Graduate Office Report – Mr. David Koerner

eScrip SAFE is a new program that is being used by over 12,000 schools and they are an electronic transcript provider. The IUPUI undergraduate admission uses this service & was previously receiving all electronic transcripts whether they were undergrad or grad. David is now receiving the graduate transcripts and forwards the eTranscript to the program that it is for with an email stating that this is an official transcript. Some schools have this as the ONLY way to have their official transcript sent out. Another important note is that once an eTranscript is open; it is ONLY available for 24 hours. The transcript must be saved immediately once opened, which is why David is handling these types of transcripts at this time. More details to come about this new system. Dr. Queener added that it is best to alert your department about this new program.

Committee Business

Curriculum Subcommittee – Dr. Jackie O’Palka

January’s meeting has been rescheduled for Thursday, February 9th.

Dr. O’Palka also reminded the committee that a syllabus and/or memo is required for courses to be reviewed by the Curriculum Sub-Committee. Also, if you are sending a big packet of courses, please help the committee by sending a memo about how the courses fit into your program & any other details that may be helpful to know. And a last note, please give the Curriculum Sub-Committee one week before the meeting so they committee has plenty of time to review all the course requests.

Fellowship Subcommittee – Mr. David Koerner

The University Fellowship has been posted to the OnCourse Fellowship site. The due date is February 23rd. It went out to 128 people. Departments can nominate up to 4 students, but they need to be in a research-based program. The 2nd Year Fellowship is going to be limited to 1 per program and that deadline is April 23rd. The drop box will be used again.

Graduate Recruitment Council – Ms. Sue Wheeler & Ms. Beth Young

Strategizing for Success: IUPUI Recruiters Workshop

November 30, 2011 – Sue reported that people were very pleased with it. They liked the format, especially the Speed Sessions. There were several requests for a lunch with Luke, Toby and Monica. The only negative was about timing (when the event was held). Dr. Queener loved it the workshop.

Graduate School Boot Camp

December 15, 2011 – Beth summarized the event: 21 students attended with a variety of backgrounds. We had two walk-ins. The biggest compliments we received were about the personal statement help. Different from the July Boot Camp, we had a specific meeting during the personal statement section of the event for those students interested in learning more about social work (because they are not required to submit a personal statement). With the smaller numbers, we decided to group everyone together. We received positive comments about Bill Bosron’s CV Prep discussion and Dan Pesut’s wrap-up.

A very BIG thanks to NaShara and the various departments for helping with the breakout sessions, personal statement work and the lunch with students.

Student Success Series

Thursday, January 12, 2012 – Advanced Library Skills (UL2120): We had 7 people registered and 8 showed up! We, as well as, the librarians were very happy with the turnout.

The University Library also wanted to add another session to our Student Success Series. The new session is entitled:

ICPSR (Inter-University Consortium for Political and Social Research) and Good Data Practices
March 1, 2012 from 11:30 a.m. to 1 p.m. in UL 2120

If you would like any more information about this event, please let us know. We will also send out flyers soon.

Additional dates include:

- *Thursday, February 9, 2012 – Social Entrepreneurship – UL 2120*

Learn about IUPUI's Common Theme: Social Entrepreneurship.

- *Thursday, February 23, 2012 – Digital Footprint – UL 2120*

Learn about the different social media platforms and the best and worst ways to use them. Facebook Twitter and LinkedIn will be discussed, as well as blogging.

Hendricks College Network Fair

- *Wednesday, February 29, 2012*
- *6-8 p.m.*
- *Hendricks County 4-H Fairgrounds (Conference Center - 1900 East Main Street, Danville, IN)*

Sue reported that this organization holds an annual undergraduate college and career fair, but they have decided to add another day to the event specifically for graduate students. The event costs \$25/table. There will be a variety of breakout sessions. Sue and Stephanie Wilson from Ball State are organizing a Speed Session type workshop from 5-6 p.m. before the fair. All IUPUI graduate and professional programs are encouraged to attend.

If you'd like to register for the event or for further information, please email Cathy Bastin at:

cathybastin@purdue.edu

If you can't go, please send Sue brochures/information and she'd be happy to put your info on her table.

Collegiate Career Expo

- *Wednesday, February 22, 2012*
- *10:00 AM - 3:00 PM*
- *Indiana Convention Center - 500 Ballroom (100 South Capitol Avenue, Indianapolis, IN 46225)*

Graduate schools do go to this, as do employers. Again, send us information if you're not going because we can set stuff on our table for you.

For more info or to register follow this link: <http://cccc.franklincollege.edu/CareerExpoEmployerinfo.html>

Program Review – Dr. Sherry Queener

- PhD in Health Communications
 - *Given the suggested revisions, this proposal will be voted on via electronic vote at a later date.*
- Urban Sustainability Concentration
 - *Approved*
- Change of Status for IUSON Program Major: Pediatric Clinical Nurse Specialist (CNS)

- *Approved*
- It was also noted that we are still awaiting additional information from the School of Dentistry concerning the Oral and Maxillofacial Surgery Certificate before we send it out for Electronic Vote.
- We are happy to report that the MS in Translational Science: Track 2 for the Basic Scientist and Engineer proposal did pass the GAC's Electronic Vote and has now been forwarded on to the ALC as an Informational Item.

Discussion

- Graduate Office YouTube Channel & Current Videos
 - You can find the two videos shown at today's meeting as well as more videos on our YouTube Channel at:
 - <http://www.youtube.com/user/IUPUIGradOffice>

Old Business

Next Meeting

February 28, 2012 in UL 1126

Meeting adjourned at 2:50pm