

**Graduate Affairs Committee
Minutes
May 22nd, 2012**

Present: Margaret Adamek (Chair of the May meeting), Davide Bolchini, Fred DiCamilla, Dan Drew, Dominique Galli, Robert Helfenbein, David Peters, Akeem Sadiq, John Schild, Britney Shea-Herbert, Jon Story, & Marianne Wokeck

Staff: NaShara Mitchell & Beth Young

Approval of Minutes – Dr. Margaret Adamek

Email: Beth Young ejmoody at iupui dot edu

Purdue Dean's Report – Dr. Jon Story

Purdue University is still searching for a new President. Dean Smith is on the search & screen committee.

The Purdue Graduate School is working on coordinating with the regional campuses with coordinating programs including online programs. They are working towards making the online programs available at all Purdue campuses to all Purdue students instead of only a single campus. Dr. Story is still working on developing professional Master's Degrees.

Assistant Dean's Report – Ms. NaShara Mitchell

Summer programming starts tomorrow, May 23rd.

PFF & PFP are November 1st & 2nd, 2012. Ms. Mitchell has a call out for topics and presenters for the event. Please contact her if you would be interested in participating in this event. Ms. Mitchell noted that there is a presence of the social sciences, but they would like more. November 1st will focus on the professionals & November 2nd will focus on academia.

GPSG – Ms. Beth Young (substituting for Janice Vinson)

We are currently transitioning from the Graduate Office to the Office of Student Involvement. Our new advisor is Jason Spratt.

Graduate Office Report – Ms. Beth Young (substituting for David Koerner)

SIS and the E-app will be unavailable on beginning at 8 AM on Saturday, June 9th for maintenance. There are about 30 fixes going in on June 9th. It is anticipated that SIS and the E-app will be available on Sunday, June 10th. Because there are so many fixes going in, please remember to "clear your cache" to pick up the updates/fixes.

The Office of International Affairs sent out a reminder to departments on Friday that the deadline for Fall admission processing for International Applicants outside the US is June 15th.

It is not too early to finalize Fall 2012 admissions. In August as faculty return and students start checking financial aid and registering for classes, we see a slowdown in response time. Departments are encouraged to make admission decisions early to avoid the slow response time we have seen in past August.

Committee Business

Curriculum Subcommittee – Ms. Beth Young (substituting for Jackie O'Palka)

The final Curriculum Sub-Committee Meeting for the academic year is on May 24th.

Fellowship Subcommittee – Ms. Beth Young (substituting for David Koerner)

The 2nd Year University Fellowship nominations have been sent out to the Fellowship committee for review.

We hope to announce who to make 2nd year support offers to in mid-June.

Teaching Assistantship funds provided by Uday Sukhatme have not been allocated yet. We hope to also have the announcement in mid-June.

July 1st is not too early to appoint students to student academic appointee positions and enter fee remissions. That will insure that GAs, TAs, and RAs will be on the first run for student health insurance and likely will get their insurance cards before the Fall term begins.

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

Accelerate Acceptance: The Secrets of Grad School Admission was held yesterday at the Center for Leadership Development and was attended by 31 potential graduate students. Six presenters shared tips about grad school admissions in a speed dating type setting. Participants will be surveyed about the event; however, many of them thanked the graduate office staff for coordinating the event and had positive comments to share.

Boot Camp is scheduled for Monday, July 16 and faculty members are needed to participate in the “Chat with Faculty” as well as the “Personal Statements” sessions. This is a great opportunity to meet potential students in an informal setting. Previous faculty members who have participated include Bill Bosron, Patricia Gallagher, Dan Pesut, Josette Jones, and Randall Roper. Please consider joining us to promote graduate education! Once again, that date is July 16th from 8:30am-2:00pm.

The GRC is hosting a booth at Black Expo July 20-22. Departments are encouraged to share the booth with the expense to each participating department being approximately \$100. Contact us for more information.

GRC members are beginning to plan their individual recruiting strategies for fall and are working to coordinate representation at local and national grad fairs. If your department is planning to attend any events, please share them with the graduate office so they can be included.

Program Review – Dr. Margaret Adamek

- Graduate Certificate in Health Law
 - Approved based upon minor revisions.

Discussion

Old Business

- PhD in Health Communication Proposal – At the Board of Trustees
- PhD in Biology Proposal – At the ALC
- PhD in Chemistry Proposal – At the ALC
- Energy Management and Assessment Graduate Certificate Proposal – At Purdue for review
- Hybrid Electric Vehicle Technology Graduate Certificate Proposal – At Purdue for review
- Graduate Certificate in Philanthropic Studies Proposal – Tabled for Fall
- Graduate Certificate in Teaching Literature Proposal – Tabled for Fall

Next Meeting

August 28, 2012 in CE 409

Meeting adjourned at 2:00pm