

Graduate Affairs Committee  
November 26, 2002  
3:30 p.m. - 5:00 p.m.  
UL 1126

**AGENDA**

1. Approval of the minutes for September 24, 2002..... Queener
2. Vice Chancellor's Report..... Brenner
3. Associate Dean's Report..... Queener
4. Purdue Dean's Report ..... Story
5. Graduate Office Report..... Queener
  - a. David Koerner Introduction
6. GSO Report..... Roberts
7. Committee Business
  - Curriculum Subcommittee Report ..... O'Palka
  - Fellowship Subcommittee Report..... Koerner
8. Discussion ..... Queener
  - ESL revisited
  - Explore IUPUI
  - Minority Visitation
10. New Business.....
11. Next Meeting (January 28<sup>th</sup>) and adjournment .....

**Graduate Affairs Committee**  
**November 26<sup>th</sup>, 2002**  
**Minutes**

Present: Hasan Akay, William Bosron, Mark Brenner (co-chair), Ain Haas, Dolores Hoyt, Martel Keister Plummer, Marvin Kemple, Joyce Mac Kinnon, Khaula Murtadha-Watts, Nasser Paydar, Sherry Queener (co-chair), William Schneider, Sharon Sims, Jon Story, Joanne Warner, James Williams, Kathryn Wilson

Staff: Monica Henry and David Koerner

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

The Committee approved the minutes from the September 24<sup>th</sup> meeting with one minor change.

Dr. Queener updated the committee on items discussed at the September meeting. The Financial Aid Office is in the process of hiring a specialist to work with the Schools of Dentistry, Law, and Social Work. Regarding Graduate School policies being more accessible and visible, Graduate School deadlines will be distributed more efficiently in the future.

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

The Indiana University Graduate School has made the decision to separate the Office of Vice President for Research and the Dean of the Graduate School, RUGS, in Spring 2003. This means that Michael McRobbie will become the Vice President for Research and Information Technology by July 1. A new dean of the Graduate School and Professional Studies will be hired (note: the title is now Dean of Graduate Studies, 1/28/03). This will be a national search. The search committee has been identified and Dr. William Bosron, Dr. William Schneider, and Dr. Martin Spechler will represent IUPUI. The title does include "Professional Studies" meaning that this individual will oversee post-doctoral issues, not so much professional schools. The issue of who this individual will report to is still unresolved. The question now is if the GAC would like to provide advice on what the proper roll of the new Graduate Office should be. The role of the GAC is to oversee graduate programs, but recently the committee has been reviewing new program proposals for all post-baccalaureate degrees, which is different from what happens in the Graduate School. Dr. Brenner feels that reviewing new program proposals for all post-baccalaureate degrees benefits IUPUI, for the purposes of coordination. It is not clear if the structure of the Graduate Office will be reviewed before or after the new dean is hired. Dr. Schneider noted that there are concerns in Bloomington regarding the duplication of programmatic approval on the IUPUI campus and the Bloomington campus. Dr. Bosron noted that there appears to be no desire to change the structure at IUPUI. Bloomington seems to be pleased with the current structure. The main emphasis seems to be the need for a stronger research office in Bloomington. Dr. Brenner agreed that it is redundant and often an impediment to send curriculum items to the Curriculum Subcommittee in Bloomington when they have previously filtered through the Curriculum Subcommittee of the GAC. If a counter group to the GAC was created in Bloomington perhaps curriculum items could go directly to the Graduate Council for action. Dr. Bosron noted that the same was true for graduate faculty nominations. If members of the GAC have suggestions please communicate them to Dr. Schneider or Dr. Bosron.

Dr. Brenner stated that George Walker is in the process of creating a position paper to present to Miles Brand regarding post-doctoral students at Indiana University. The following are included in this position paper:

- The need to re-examine the terminology (who is really a post-doc?)
- How do we accurately calculate how many post-docs are on campus – Reports from Human Resources are not accurate
- Information regarding salaries on those post-docs reported (Dr. Brenner feels that we need to know how our salaries and benefits compare to peer institutions)
- Length of stay for post-docs (Dr. Brenner noted that length of stay limits should be addressed – the national guideline is 6 years after they earn a degree, after that they need to move into another category)
- Should there be university wide regulations
- Should there be responsibilities and guidelines for post-doc appointments (the more important point is that the letters of offer describe the offer in detail so that individuals understand the position).

Dr. Brenner feels that the GAC should continue with plans to tackle post-doc issues on this campus. The Post-Doc Subcommittee draft is ready and the members should be named by January. The thought nationally is that post-doctoral students should be aligned with Research Offices as opposed to Graduate Offices. Dr. Brenner believes the overseeing of post-doctoral students belongs some place in-between the two. Graduate Deans are more organized nationally than research officers; however the GAC needs to figure out what makes the most sense for the University.

Dr. Bosron asked if there was a campus wide faculty advisory group for Dr. Brenner with regards to Research and Graduate Education. Currently the Council of Associate Deans of Research and the Research Advisory Committee (an appointed group) are used for some level of advice. Dr. Brenner is meeting with the Faculty Council on December 12th, to discuss this issue. The Faculty Council would like to see a Faculty Advisory Group that would take the place of the former Research Policy Committee (which has disbanded) on each campus that would meet regularly with the Campus Research Office. One idea is to reconfigure the Council of Associate Deans to have it joined with elected faculty members. The Faculty Council has proposed to use the GAC for this, and Dr. Brenner responded that the GAC's agenda was full, but welcomed the idea of having a faculty group that would work with him. Dr. Brenner welcomes suggestions regarding this issue.

The School of Medicine is in need of additional research space, which will require them to pull back a substantial portion of their contribution to the Research Investment Fund (RIF) for the next twenty years. This has been approved by President Miles Brand and Chancellor Bepko. The School of Medicine will need to withhold 2.5 million dollars per year from the RIF fund for twenty years to underwrite the debt services for an additional building. The RIF fund, at this point, is worth 3.8 million a year. The following RIF yearly commitments will have to be honored:

- 1.2 million for campus wide essentials
- 300,000 for University Fellowships

- 750,000 for Block Grants
- 125,000 for the Research Office
- 75,000 for the International Fund

Dr. Brenner can verify these figures upon request. Without the School of Medicine's contributions, the remaining schools contributions equate to a \$700,000 average balance. The Research Advisory Committee made RIF awards back in the spring that committed a lot of that money for up to four years to the school of Science, and Engineering and Technology. Letters that have been drafted to those schools stated that the awards will be reduced by 50%. That would leave a balance at the outset, of \$250,000 dollars and that would grow to about \$500,000 to \$600,000 that would remain for competitive purposes. Dr. Brenner is proposing to make this money available for research initiation projects that would be rigorously peer reviewed. These awards should average between \$15,000 and \$40,000. Currently research initiation grants average \$3000, which is minimal by today's standards. The fund for the current research initiation grants is about to expire; it has been operating from the Salary Savings Fund. If the School of Medicine does not contribute to the RIF fund they will not participate. The funding received for graduate activities is essential and will be sustained.

### **Purdue Dean's Report - Jon Story**

Gary Isom is no longer the Vice President for Research and Dean of the Graduate School. Purdue University will split Research and Graduate Education, thus the position will be split into two, Vice Provost for Research, and the Dean of the Graduate School. Chip Rutledge, formerly the Dean of Pharmacy and now head of the Discovery Park Operation, is acting as interim Vice Provost for Research. John Contreni, formerly head of the History Department, is now interim Dean of the Graduate School. Each interim position is good for 18 months to two years. The structure of each office will be re-evaluated. The structure will be in place before the searches will begin. One of the main issues is who will track the Purdue Research Foundation Fund. Another issue is the fact that the Graduate Office is understaffed, and there are considerable space constraints. John Contreni will be evaluating the Graduate School and its functions, and will be visiting other campuses to learn how other Graduate Offices are organized.

A part-time Development Officer will begin in the Graduate Office the first week of January.

### **Associate Dean's Report - Dr. Queener**

The M.A. in Philosophy and the Ph.D. in Philanthropic Studies have been approved by the Graduate Council and will move on through the approval process.

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

The Graduate Office is now fully staffed. Dr. Queener introduced David Koerner, the new Assistant Director of the Graduate Office. David was previously employed in the Office of Student Life and Diversity.

### **Committee Business**

#### **Curriculum Subcommittee Report**

Monica Henry noted that two course change requests and one new course request were approved by the committee. There were several courses that were approved contingent but the committee has yet to receive the additional material. Dr. Queener asked if a vote was required. There is no formal documentation on if this should happen or not. The courses are held until the GAC does have a chance to review them before they are sent back to the Office of Academic Policies.

Dr. Queener stated that the School of Nursing is requesting to change the Perinatal Clinical Nurse Specialist major to a Neonatal Nurse Practitioner major. The courses noted in the memo distributed to the GAC will be presented to the Curriculum Subcommittee for approval. The Graduate School has stated that the major change can be handled as an information item.

Dr. Schneider asked if dual degrees, once approved by the GAC, would go to the Graduate Council. Dr. Queener believes that the proposal would need to go to Bloomington in order for it to be listed in the Graduate Bulletin.

### **Fellowship Subcommittee Report**

Block Grant applications are due December 13<sup>th</sup> and will be evaluated in January.

Travel Fellowships have been awarded to thirteen students.

Dr. Wilson noted that she is concerned about the lack of notice, thus the lack of time to prepare Block Grant applications. Dr. Queener stated that the short timing is due to the Graduate Office being understaffed prior to David being hired. Dr. Queener asked individuals to contact her if they need an extension. She will review the deadline and notify the GAC of an all encompassing deadline extension is issued.

The GSO has awarded a total of \$27,000 in Education Enhancement Grants to sixty students.

### **Discussion**

#### **ESL Revisited**

Some schools are not happy with the ESL policy and continue to look for exceptions. Dr. Queener and Julie-Anne Tarr are working on a discussion paper that will outline some of the issues. If it is found that issues need to be revisited they will be.

#### **Minority Visitation**

The Minority Student Visitation Day will take place on February 6<sup>th</sup> and 7<sup>th</sup>. The money allocated for the Fall Reception has been diverted so that the Minority Student Visitation Reception can be held in the Conference Center Hotel. This will allow for a much nicer presentation than receptions in the past. Dr. Queener stated that each program will receive \$1200 for recruiting activities that they can use to bring students to campus for this event.

#### **Explore IUPUI**

Last week Dr. Queener attended an Explore IUPUI debriefing. Evaluations were received from 89 guests and it appears that word of mouth was the best advertisement method. The High Schools also did a good job of spreading the word. Banners and Newspaper ads attracted a few; however, television and radio did not attract many. Dr. Queener noted that she was

disappointed in the number of attendees at the Graduate Open House. When the event was held as a free standing event, there was one point of entrance; therefore it was easy to solicit the attendees to fill out the registration form. There were several points of entry for the Graduate Open House at Explore IUPUI; therefore not all attendees were accounted for. Less than 200 registration forms were returned, which does not represent everyone who came through the doors. This is significantly less attendees than attended the free standing Open House. Jennifer Pease also expressed her disappointment in the Campus Day activities. The next Explore IUPUI will take place in September 2003. The consensus is to hold Campus Day and the Graduate Open House as the opening events. Cheryl Sullivan, who led the discussion, commented that Campus Day and the Graduate Open House should be the #1 priority and advertised very heavily.

Dr. Wilson stated that the Graduate Showcase cannot be held on a Saturday; the faculty did not even show up to this event. The School of Science did not have the traffic that they have had in previous years; they would like to be with the undergraduate programs, not segregated from them. Possibly the Graduate Showcase can be held the Friday before Explore IUPUI.

**Next meeting date**

January 28<sup>th</sup>, 2003

**Meeting adjourned at 4:55 p.m.**