

# Graduate Affairs Committee Minutes

**Date: October 27, 2015**  
**Time: 1:30 p.m.**  
**Location: UL 1126**

Meeting called by: Dr. Janice Blum

## Attendees:

Janice Blum (Chair), Rafael Bahamonde, Randy Brutkiewicz, Gabriel Chu, Gregory Druschel, Patricia Ebright, Taylor Rhodes for Anthony Greco, Richard Gregory, Maureen Harrington, Monica Henry, Marjorie Hovde, Brian King, Karl MacDorman, Jennifer Mahoney, Deborah McGregor, NaShara Mitchell, Jacquelyn O'Palka, David Peters, Patrick Rooney, Randall Roper, David Skalnik, Annela Teemant, James Wimbush, Andrew Winship, Carole Kacius for Constantin Yiannoutsos; Staff: Dezra Despain

Tom Upton, Director, Program for Intensive English (PIE), Jan Aycock, Director, International Admissions, Marvin Smith, Director, Student Financial Services

## Minutes

Approval of the Minutes for August 25, 2015 - approved

Blum

IU Dean's Report

Wimbush

Purdue University Report

Story

Not in attendance

Associate Dean's Report

Blum

The Purdue electronic process is close to being implemented on our campus.

Graduate Faculty Council – Please inform faculty that the GFC will begin meeting monthly in November and that we have 9 IUPUI representatives on this committee which has oversight for IU Graduate School policies, new initiatives and awards to students. This is an opportunity for IUPUI faculty involved in training students and fellows on our campus to help shape the direction of our IUPUI programs and policies.

Reassure faculty that they can connect with any of the IUPUI representatives on the GFC and ask them to raise issues or policy questions with the Council. We will ask each representative to also be aware that in some cases they are providing a voice for more than their school.

Four representatives from the School of Medicine (IN-1) include Drs. Bauer, Bidwell, Chan and Georgiadis, from Liberal Arts (IN-2) - Dr. Sheeler, from Health Sciences (IN-3): Nursing, Health and Rehab., Dentistry and Public Health - Dr. Dreifuerst, from IN-4 Education, Social Work, Continuing Studies, Herron, Informatics, PETM – DR. Applegate, IN-5 Business, IUPUC, Law, SPEA, Univ. Library – Dr. Sundt, and IN-6 Science and Engineering – Dr. Ashburn-Nardo. I encourage our faculty who mentor Purdue students to participate to the fullest as we try to ensure all graduate and professional students are given similar experiences on our campus.

Assistant Dean's Report

Mitchell

Getting You Into IUPUI was October 7-9. We invited 17 students from across all disciplines. Thank you to the programs and departments who participated and who created personalized schedules for the students. We had a positive student response to GU2IUPUI.

The Assessment Institute is currently in session (October 25-27). Graduate assistants Ian Ermantinger-Salas and Nick Pearce will present their research on “Designing a Compass for Graduate Students to Navigate the Silent Curriculum.”

Grad Grant center is available on the IUPUI campus. Please have your students take advantage of it. Ian Ermantinger-Salas is our Grad Grants coordinator. He is available on Wednesdays from 10am – 6pm.

Writing Group is wrapping up the fall semester, and we are in the process of solidifying the dates and times for the Spring semester.

This week we will be in Washington, D.C. for the Society for Advancement of Chicanos/Hispanics and Native Americans in Science (SACNAS) conference and the Southern Regional Education Board (SREB) for Teaching and Mentoring.

The annual Indiana University Purdue University Indianapolis (IUPUI) Preparing Future Faculty and Professionals (PFFP) Pathways Conference is on Friday, November 6, 2015 in Hine Hall. This year's conference

is Communication is Key and features Julia Ignacek, Acting Chief of the Sciences Division for the Air Force Technical Applications Center (AFTAC) and the Three Minute Competitions. The National Science Foundation will host a special session to discuss opportunities for Federal grant funding for science research and education programs. There will be a special emphasis on programs and funding opportunities for international research and education. All faculty are welcome to attend. More information on the conference and the Three Minute Competitions can be found on the PFFP website: <http://graduate.iupui.edu/support/pffp/pathways-conference.shtml>

#### Graduate and Professional Student Government

Rhode

The Elite 50 is starting the application process for 2016. Every graduate and professional student is eligible as long as they meet the requirements. The application goes live on Monday, November 2 and will be closed Jan 22. The celebration dinner will be April 13 from 6 – 8 p.m.

<http://studentaffairs.iupui.edu/involved/graduate%20professional%20student%20government/Elite%2050%20Information%20and%20Application.shtml>

We have started a student newspaper for professional and graduate students called The Graduate. It's a way for you to advertise events to graduate students by purchasing advertising. Also, articles can be written that feature activities in your school.

Graduate and Professional Education Grant (G-PEG) is a travel award up to \$500 per academic school year. Your school or department has to have two student representatives in GPSG in order for your students to be eligible for a grant. <http://studentaffairs.iupui.edu/involved/graduate%20professional%20student%20government/g-peg.shtml>

#### Graduate Office Reports

Henry

Beginning Spring 2016 requests for EAP retakes will be approved directly by the Graduate Program Director / Advisor in the graduate / professional program. The program should email Estela Ene ([ene@iupui.edu](mailto:ene@iupui.edu)) and cc Melanie Mundy ([mjcurfma@iupui.edu](mailto:mjcurfma@iupui.edu)) their approval.

The English classes that a student could place in now start the 3rd week of school to allow students time for one retake (if approved), for scores to be received, and students to enroll in classes if they place in them. Spring 2016 course numbers will change from ENG G13 and ENG G20 to ENG G513 and ENG G520 to reflect graduate work.

Students must understand that the results of the 2nd exam stand. A second retake (third examination) will not be an option.

Admissions Committees in the various programs can utilize the Council for Higher Educating Accreditation – Recognized accrediting bodies resource found at:

[http://www.chea.org/pdf/2015-2016\\_Directory\\_of\\_CHEA\\_Recognized\\_Organizations.pdf](http://www.chea.org/pdf/2015-2016_Directory_of_CHEA_Recognized_Organizations.pdf) to ensure their applicants come from an “accredited” undergraduate institution. The Foreign Credential Analysis (FCA) provided by the Office of International Affairs, will provide this service for international institutions.

Make sure your bulletin entry is clear, and your admissions committees are confirming applicants meet minimum admissions requirements.

#### Committee Reports

##### Curriculum Subcommittee Report

O’Palka

The curriculum committee met in September and reviewed 18 course changes and 5 new courses.

##### Fellowship Subcommittee Report

Henry

The Fellowship Subcommittee Meeting will take place on November 4. The Block Grant application will be sent out shortly after, with the deadline of December 4th (tentative due date).

Travel Fellowship will be reviewed tomorrow and awardees will be notified by the end of week.

You can find a comprehensive listing of internal fellowship and award opportunities at:

<http://graduate.iupui.edu/doc/admissions/internal-fellowship-award-deadlines.pdf>

2016 MAGS Excellence in Teaching Award – Deadline for internal competition is November 30th.

##### Graduate Recruitment Council Report

Mahoney

- Graduate Expo at IUPUI was held on September 24th.
  - 21 IU/IUPUI programs and 42 outside universities participated.
  - The number of IU/IUPUI programs participating was up from 16 last year.
  - There were 270 attendees, which is the most we have ever had in the event’s six year history.
  - The evaluations of the event, both by recruiters and attendees/students were mostly positive. 81% of recruiters responded with Excellent or Very Good for their overall experience. 76% of attendees responded with Very Satisfied or Satisfied for their overall experience.
- NaShara and Jennifer have been busy traveling for recruitment activities with just a few left for the fall.

- Jennifer sent out a survey last week to graduate program recruiters to assess the value of our presence at conferences and graduate fairs.

Recruitment activities coming up are at SACNAS, NOBBICHE, and ABCRMS

#### Guest Presenters

- Tom Upton, Director, Program for Intensive English (PIE), Sara Allaei, Executive Director, International Affairs, Jan Aycock, Director, International Admissions
- Addition of completion of IUPUI Program for Intensive English Level 7 as an acceptable indicator of English language proficiency for admission to IUPUI Graduate and Professional Programs -- approved

The PIE and the EAP Program use the same English language proficiency test to evaluate students, with the PIE using this test at the end of each level in the program to ensure that students are ready to move on. As we use the same test, the EAP Program will use the test scores from the PIE to make placements, if any, into the EAP Program as necessary, per current IUPUI policy.

As with the other options in the policy, the option of PIE Level 7 would be a minimum standard for the campus, and departments or schools could choose not to accept this option.

<http://www.iupui.edu/~inpie/>

- Marvin Smith, Director, Student Financial Services
- Federal Student Aid “gainful employment” regulations

Stand-alone graduate certificate programs are under scrutiny at the Federal level. The Department of Education (ED) views certificate programs as “vocational” and similar to for-profit school offerings, thus they are requiring a minimum return on investment for potential graduates/borrowers. This is commonly referred to as leading to “gainful employment” in a recognized occupation

Academic units need to evaluate their program offerings and ask if their certificate programs can be offered as part of a current degree program since degree programs do not fall under the “gainful employment” regulation.

For those stand-alone certificate programs that lead to gainful employment, units need to complete info by downloading this PDF file <https://uaa.iu.edu/docs/academic/fa-eligible-certificate.pdf>. Submit this information to Kathy Street, Associate Director of Financial Aid Compliance, [kstreet@iupui.edu](mailto:kstreet@iupui.edu) by November 1, 2015, priority deadline.

More information about graduate certificate programs can be found here:

<https://uaa.iu.edu/academic/program-development/certificate.shtml>

Program Review – Due to time constraints, these curriculum changes will go out for an electronic vote.

Blum

- Medical Dosimetry – curriculum change
- MS Degree in Anatomy and Cell Biology (Clinical Anatomy Track, 1 year non-thesis) – curriculum change
- MS Computer Science – curriculum change
- MS Biology – curriculum change

Discussion – Due to time constraints, this was not discussed.

- Curriculum change process; changes must come to the IUPUI Graduate Office and seen by the GAC

Next Meeting and Adjournment (**November 24, 2015, 1:30 pm, UL 1126**)