

**Graduate Affairs Committee
Minutes
August 28, 2012**

Present: Rafael Bahamonde, Ben Boukai, Davide Bolchini, Oliver Chen, Fred DiCamilla, Dominique Galli, Britney-Shea Herbert, Robin Hughes, Sheila Kennedy, David Koerner, Michael Kowolik, Craig McDaniel, Nasser Paydar, David Peters, Cathy Pike, Sherry Queener (Chair), John Schild, Sherry Sims, David Skalnik, Janice Vinson, James Wimbush & Marianne Wokeck

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

Approval of Minutes – Dr. Sherry Queener

Updated date of last meeting

Email: Beth Young ejmoody at iupui dot edu

Nasser Paydar Address

Spoke about his vision for graduate programs and how graduate programs bring success to the United States. Spoke about IUPUI having more graduate & professional graduate programs.

Online programs are not new but that is still the future – not for all programs but many will grow into online programs where that is appropriate. There will be more discussion on that in the future.

EVC Paydar would like to work through the issues in regards to the Purdue PhD programs.

He is also looking forward to learning more about the assessment of graduate programs and coursework.

As a previous member of the Fellowship Sub-Committee in years past, EVC Paydar would like to address where is the money going to come from & what is the level of support from peer institutions.

EVC Paydar thanked the committee for letting him stop by & shared that he will be joining these monthly meetings as many times as he can this academic year.

IU Dean's Report – James Wimbush

The transition to a University Account (UA) has gone smoothly this summer. Dean Wimbush recently met with Chancellor Bantz & EVC Paydar to update about the plans for the IU Graduate School & that went very well. There are now joint staff meetings with the IU-Bloomington & IUPUI offices. Dean Wimbush shared as we move forward there will be more university-wide initiatives.

Dean Wimbush is in the process of finding out the fundraising priorities of the Graduate School. Fellowships are a priority at the Graduate School this academic year.

Career-tracking Project: The Graduate School is using the CRM System to track prospective students through registration, matriculation, graduation, and through joining the alumni association. This will give the Graduate School a good amount of data to use to create a survey for our alumni to fill out & find out even more information about our graduates.

The IU Graduate School & IUPUI Graduate Office is in process of writing 4 AGEP grants as well as numerous other grants including one with the CIC schools.

Dean Wimbush has received notification from Senator Coates office – McNair grant has been granted for the IU-Bloomington campus.

The IU Graduate School is working with IU Communications in regards to marketing needs as well as creating a new website for IU Graduate School-Bloomington, IUPUI, & the system-wide IU Graduate School.

Associate Dean's Report – Sherry Queener

Dr. Queener shared that there is temporary space available in our office as well as the 16 person conference room can be reserved.

ImpactIUPUI – Dr. Queener shared that she would like to have high involvement from faculty. Not worried about the amount given per person, but the number of people giving & showing their support for graduate education.

IUPUI had 27 new degrees at the undergrad & graduate level in the last academic year at the ICHE. 8 bachelors, 10 masters, & 8 doctoral degrees. This is the largest number of degrees approved by ICHE in the past year compared to any university in the state.

ICHE is now rethinking the criteria that they are using for degree approval. There are not numerous changes, but there are some key changes. We are being deliberate on what programs we are moving forward & we have been told by the university not to move new proposals onward at this time. These changes may also mean that current proposals will need to be updated so they may adhere to these new rules.

Assistant Dean's Report – Ms. NaShara Mitchell

Getting You into IUPUI – October 7-10, 2012

Getting You into IUPUI is a multi-day recruitment program designed to bring underrepresented and minority undergraduate seniors, masters students, and prospective PhD and MFA applicants to Indiana University-Purdue University Indianapolis (IUPUI) and Indiana University Bloomington (IUB) Sunday, October 7 to Tuesday, October 9 for a single campus visit or Wednesday, October 10 for a two campus visit. Participants will have the opportunity to gain insight into life as a graduate student and their anticipated program of study. Activities during this recruitment event include:

- Sessions on preparing competitive applications for graduate admission and fellowships;
- Pre-arranged individual and group meetings with IU and Purdue faculty arranged separately for each participating student;
- Opportunity to sit in on classes in their discipline of interest;
- Tours of departments and research facilities;
- Formal and informal sessions with current graduate students to talk about the degree programs and graduate student life at IUPUI and IUB; and
- Tours of campus and the local area.

Graduate School Open House – October 8th, 2012:

As a response to the growth and interest in the Getting You Into IUPUI program targeting underrepresented minorities, the Graduate & Professional Programs Open House provides an opportunity for ALL prospective students to visit IUPUI programs and further engage with faculty and current students, view labs or other highlights of the program. The Open House also provides a natural follow-up to the IUPUI Graduate Expo on Tuesday, September 25 that provides program awareness and general information. Departments have full discretion over the activities and times they would like to offer an opportunity for prospective students to visit and engage with faculty, current students, and key highlights of the department.

The Graduate Office will market the Open House, provide a centralized calendar of activities taking place across campus, and a registration link to capture prospective student's demographic information to share with schools and departments. The Graduate Office will also provide a general "Going to Graduate School & Professional School" information session, 12-1pm and a Basic Training: Graduate School Applications, 5:30-7:30pm, in the Campus Center. The Basic Training will cover key topics of graduate admission-personal statements, letters of recommendation and financial literacy. We strategically created a lunch time session and evening bootcamp to allow working professionals and students visiting from surrounding areas like DePauw, Hanover, and Xavier an opportunity to participate.

Preparing Future Faculty & Preparing Future Professionals Conference– November 1st & 2nd, 2012

Two day conference will be held at the Hyatt Downtown. More details will be shared in the coming weeks. If you have a topic you would like to present at this year's conference, please let NaShara Mitchell know.

Graduate Personnel Meeting – an opportunity to meet with the staff of the IUPUI Graduate Office. Dates: Tuesday, September 11 UL Lilly Auditorium – 10am-12pm & Wednesday, September 12 CE 405 – 3-5pm

GPSG – Janice Vinson

Janice shared that they are in the process of moving offices. The new office will be on the 3rd floor in the old Student Media Center & they will be sharing the space with the Undergraduate Student Government.

GPSG is getting requests for campus-wide committees and if you would like to refer a student for this, please let Janice know.

They are in the process of trying to streamline the EEG process this year.

GPSG has another meeting this evening.

Graduate Office Report – Mr. David Koerner

David shared that he brought a copy of the student health insurance information. This is taken care of out of Bloomington so if you have questions, please contact them.

The numbers are not official but it does look like graduate & professional enrollment is up.

Committee Business

Curriculum Subcommittee – Dr. Jackie O’Palka

The committee approved 14 courses on May 24th & the next meeting will be on September 27th.

Fellowship Subcommittee – Mr. David Koerner

The block grant monies have been distributed to the schools for the year. Kevin Walsh shared that he will be giving the riff money by the end of August. If you have a question about this, contact Kevin.

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

Graduate Expo is September 25th from 10am to 2pm

Basic Training (a part of the Graduate & Professional Program Open House) will be held on Monday, October 8th from 5:30-7:30pm.

IUURC – November 16, 2012

The IUPUI Graduate Office will be hosting a graduate fair & breakout session for those attending this event.

Strategizing for Success: Recruiter's Workshop will be held on Thursday, December 6th, 2012
Details: The IUPUI Graduate Office presents this dynamic, interactive workshop which will ignite your passion for recruiting top-notch students to your programs. Join us as we explore such topics as virtual recruiting, using social media, following up, and multi-tasking. There will be a small charge for IUPUI recruiter's to help offset food & room rental costs.

Program Review – Dr. Sherry Queener

- Herron Degree Name Change
 - *Approved*

Discussion

- BS to MS Degrees – Best Practices
 - The best case scenario is to accept the student into the graduate program between their junior & senior year of their undergraduate degree.
 - We need a list of all the dual degrees available on the IUPUI campus.
 - Find out how this affects financial aid
 - BS to MS Informatics is an excellent example
 - Create a form for this process?
 - Combined versus Accelerated Career
- 0 Credit Hour Course/Flat Fee Course for Masters Students
 - Send a proposal to the Faculty Council
- School of Nursing: PhD Dissertation Options

Old Business

- PhD in Health Communication Proposal
- Oral and Maxillofacial Surgery Certificate Proposal
- MS in Translational Science: Track 2 for the Basic Scientist and Engineer proposal
- Graduate Certificate in Environmental and Natural Resources Law Proposal
- Energy Management and Assessment Graduate Certificate Proposal
- Hybrid Electric Vehicle Technology Graduate Certificate Proposal
- Graduate Certificate in Philanthropic Studies Proposal
- Graduate Certificate in Teaching Literature Proposal

Next Meeting

October 23, 2012 in UL 1126

Meeting adjourned at 3:08pm