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| **Graduate Affairs Committee**  **Minutes** | **Date: January 24, 2023**  **Time: 1:30 p.m.**  **Location: Virtual via Zoom** |  |
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| Meeting called by: Dr. Janice Blum | |  |
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| Attendees: | |  |
| Janice Blum (Chair), Margaret Adamek, Kyle Anderson, Erin Brady, Gabriel Chu, Nicole Collins, Kathy Kent for Rebecca Ellis, Richard Gregory, Ray Haberski, Miki Hamstra, Cleveland Hayes, Monica Henry, Brittney-Shea Herbert, Dawn Holder, Marj Hovde, Thomas Hurley, JK Lee, Kim Lewis, Jiliang Li, Sara Lowe, Karl MacDorman, Jennifer Mahoney, John Mann, Jacquelynn O’Palka, Isheka Orr, Zachary Riley, Patrick Rooney, Randall Roper, Paul Salama, Jeff Wilson, Constantin Yiannoutsos; Staff: Dezra Despain | | |
| Guest: Deanna Barthlow-Potkanowicz, Director, Clinical Psychology Mental Health Center; Sylvia A. Frazier-Bowers, Chief Diversity Officer, IU School of Dentistry, Amelia Hurt and Nir Menachemi from School of Public Health | | |
| **Minutes** | |  |
| Approval of the Minutes for November 22, 2022 - Approved | | Blum |
| Dean's Report  The IUPUI Graduate Office is now the Indiana University Graduate School Indianapolis. Discussions are ongoing with the University administration on how to split the budget with Bloomington and what kind of budget will be forthcoming from campus.  A subcommittee charged with looking at efforts to improve graduate and professional student education is working on the IU 2030 strategic plan. Enrollment was their number one objective with degree completion, retention, workforce, alignment, welcoming climate, and student impact also under review.  The committee was asked via a Zoom poll “What factor is influencing enrollment in your school the most at this time?” with “A lack of school funds to support new students” and “A lack of applicants overall” garnering most of the responses. Other options were “A lack of faculty to offer courses and mentor students” and “A lack of talented applicants” (which didn’t receive any valid responses).  Related to that, another Zoom poll was conducted on the question of “What source of revenue does your school rely most upon to support your graduate and professional students?” with most of the responses being “Tuition and fees from undergraduate and graduate students” and ‘Revenue from faculty research grants and awards” coming in a strong second. The other option was “Philanthropy to the school” which gained only one vote.  Graduate student, Aishat Motolani, a Ph.D. candidate in Pharmacology, received the prestigious Herman B. Wells Graduate Fellowship, an award of $42,000. Also, graduate student Andrew Cale, a Ph.D. candidate in Anatomy Education received the Lieber Memorial Associate Instructor award. He has been nominated to attend the Midwest Association of Graduate Schools, where he would be up for more awards.  The Chancellors Scholars have been selected but not yet announced. The Chancellor’s Scholar Award is given to the master and doctoral student in their final year who have the highest cumulative GPA.  The Graduate Faculty Council (GFC) is looking at student well-being and invited Dr. Aaron Carroll, IU’s chief health officer, to speak to them. Part of his duties is to improve graduate and professional student well-being. He will be considered as a potential guest speaker to the GAC.  Other discussions with the GFC included an updated guide for student academic integrity and the frequency research master and PhD students are in contact with their committee. Currently, the GFC consists of mostly Bloomington faculty. The GAC was encouraged to have faculty members volunteer to be on the GFC. There is an election each spring.  A subcommittee has been working on a student leave guide that will help schools develop student leave plans consistent across campus. Please consider providing copies of those plans in the fall. The guide addresses students with academic appointments, students working part time, and students who are unemployed. It’s not for use if students want to take time off to relax or to question if they should be in grad school. Students must have serious health issues that require a leave under this special plan. Human Resources will review requests for this special leave, and expects we will use this plan on a limited basis.  Meetings with Purdue West Lafayette continue as the realignment of IU and Purdue moves forward. Any changes will not go into place until the agreement between the institutions is signed. Once signed, Engineering, Technology, and Computer Science will fall under Purdue and the School of Science (minus Computer Science) will fall under IU. | | Blum |
| Purdue University Report  Not in attendance | | Mohler |
| Assistant Dean's Report  Dr. Tabitha Hardy was not in attendance. Jennifer Mahoney gave her report.  Writing in Community begins January 30 from 4-6 p.m. and will run every Monday through the semester. It will take place in the University Library Graduate Commons Room 4115U. This is a weekly drop-in writing accountability group for writers of all disciplines to come together to talk through their writing, receive support, and make progress on their projects.  The Grad Parent Network, for graduate students who are parents, will start their spring semester with their first meeting on January 25th. The February meeting will be on February 22.  If students or post docs are looking for professional development opportunities and ways to build their resumes the Preparing Future Faculty and Professionals (PFFP) program is free and only requires a short application and letter of recommendation to get started. Programming is ongoing through the semester and offers credit for completing LinkedIn courses. Programming from campus partners is also on the program plan.  If students are not sure what PFFP is all about, PFFP will have their Spring Orientation on February 7. This is a session to learn more about PFFP. It’s open to all IUPUI grad/professional students and post-docs.  On February 21st at 4 p.m. there will be an Ask Aaron GradJag Edition – Work + Life Balance via Zoom. This is a Q&A with IU’s Chief Health Officer, Dr. Aaron Carroll. He will address maintaining mental and physical health while balancing the demands of graduate/professional schools. He’ll also discuss resources available to students from the Office of the Chief Health Officer.  There are a few more events in the works, including How to Prepare Your Dissertation Workshop on February 2nd from 4-5 p.m. which will feature three graduates who will share their experiences. | | Hardy |
| Graduate Mentoring Center  The IUPUI Graduate Mentoring Center has upcoming opportunities to facilitate the mentoring of faculty, staff, graduate, and professional students:   * Faculty can gain mentoring skills by enrolling in the “Raising a Resilient Scientist” series offered by the National Institutes of Health (NIH). Graduate and Professional Students can review the “Becoming a Resilient Scientist” seminars from last fall * Nominations for IUPUI Graduate and Professional Student Mentor of the Year are now open. Every mentor nominated in January will receive a new Graduate Mentoring Center Mug. Last year’s winner was Professor Genevieve Shaker of the School of Philanthropy. * On Thursday January 19 the GMC held their Monthly Mentoring Dialogue for Graduate and Professional Students: “Intentional Self Care and Purposeful Mentoring” with Nina Johnson and Tayon Swafford. * The GMC continues to hold Faculty and Staff Mentoring Dialogues for new faculty and their mentors, as well as current faculty and staff. Two opportunities are being offered for monthly one-hour sessions from September to April (one in person and one via Zoom) for new faculty and their mentors, and current faculty and staff to engage in our impactful and nationally recognized Faculty and Staff Mentoring Dialogues. * A Faculty and Staff Mentoring Dialogue has been set up with the IU School of Dentistry in February.   Groups can request the GMC to work with them. The GMC can also help with grant proposals. | | Roper |
| Graduate and Professional Student Government  The first general assembly met the previous week. The different subcommittees outlined their intentions for the upcoming year. The GPSG agreed that they need to make their presence more known on campus to other graduate students.  There is a wellness guide that the GPSG distributes to graduate students so students can understand more about life balance.  The Sustainability committee is finishing up their sustainability guide and will begin to distribute it.  GPSG will sponsor Jagathon to help raise money.  There is a Sustainability and Resiliency Conference in February they will attend.  They are working on a childcare exploratory committee.  The Elite 50 applications closed. The goal was to get 200 applicants this year; they got 198.  The GPSG will be tabling at the International Festival on February 14. The General Assembly is a diverse group, so further engagement with the international community is exciting.  The fall GPEG cycle close in December. Twenty-four awards were given from 11 different schools. | | Orr |
| Graduate Office Reports  The 2023-2024 IU Graduate application will launch March 1st. This is the time for programs to make updates to applications for the 4239, 4242, 4245, 4248 Winter/Spring/Summer/Fall admit terms. The deadline for making revisions is Feb. 23rd  The last admit term for programs transitioning to PUWL will be spring 24. Any exceptions require documentation of approval from leadership from both IUPUI and PUWL.  Programs must prepare their email templates, lists, exports, etc in WebAdMIT by Feb 20th.  IU Graduate CAS week slides and recordings are located on the IU Grad CAS Communication Hub. | | Henry |
| Committee Reports | |  |
| Fellowship Subcommittee Report  Block Grant review meeting is Thursday, Jan. 26th  President's Graduate Diversity Fellowship nominations are due Friday, February 3rd, and University Fellowship nominations are due the following week, Friday, February 10th. | | Henry |
| Curriculum Subcommittee Report  The curriculum committee reviewed twelve proposals, five course change requests and seven new course requests. They approved six courses and did not approve the other six courses. January 31 is the deadline for courses to be in Dezra’s workflow to make the February agenda. | | O’Palka |
| Graduate Recruitment Council Report  The following degree-granting distance-education programs earned “Best” status in U.S. News & World Report Best Online Programs:  Grad Nursing-Nursing Education #4  Grad Nursing #10  Grad Nursing-Nursing Administration/Leadership #17  The Graduate Office has partnered with Undergraduate Admissions to host Graduate Student Tours through their Ambassador tour program. A Graduate Emissary for Student Diversity usually accompanies the tours. They will meet in the Campus Center from 3:30-5p.m. on the following dates:   * Thursday, February 23 * Thursday, March 30 * Wednesday, April 26   The 2023 dates for the Graduate Recruitment Council meetings are: January 26, April 20, July 20, and October 19 all from 2:30-4 p.m. The January meeting topics will include discussing the “Request for More Information” forms with the CRM team, Patrick Bailey and Jen Lund Dtzako, and the 23-24 Grad Application rollover with Monica Henry. The April, July and October meeting venues are yet TBD. | | Mahoney |
| Presentation:  2:00 pm: Deanna Barthlow-Potkanowicz, Director, Clinical Psychology Mental Health Center – The Mental Health Center and the services it offers.  The Clinical Psychology Mental Health Center serves IUPUI students (undergraduate, professional, and graduate) with clinically significant but less severe/urgent behavioral health and wellness-related needs with individual and group therapy. They are located on the first floor of the science building inside the psychology department.  They aim to serve IUPUI students and community members who need educational and/or behavioral health assessments and are a separate entity from IUPUI CAPS but work collaboratively with them to serve students.  Services are provided by doctoral students from the PhD program in Clinical Psychology at IUPUI and will be supervised by a licensed clinical psychologist.  Services offered include individual therapy, group therapy, health education, relaxation training, mindfulness training, and psychological assessments. The therapy are in-person sessions. The assessments include specific learning disorders, evaluations for ADHD, personality assessments, among others. However, they are not qualified to do autism testing.  Patients experiencing various behavioral health and/or mental health issues can be referred to the center, including issues such as depression and grief, stress and anxiety, sleep disturbance, chronic pain and more.  There has been concern about graduate students not wanting to be in group sessions with undergrads because they may see a student they TA for, so beginning in fall, there will be sessions just for grad students.  The first six sessions are free, then there will be a $10 charge per session. Assessments will be charged fees and can range from $300-600.  2:20 pm: Sylvia A. Frazier-Bowers, Chief Diversity Officer, IU School of Dentistry – Creating an #Opportunity to build Our Teaching-Learning Community  Dr Frazier-Bowers’ office aspires to achieve diversity, because it has been irrefutably proven to be the key to achieving academic excellence, not just for an individual, but for the entire institution. Diversity is a key driver of excellence and innovation.  Dr Frazier-Bowers presented a comprehensive overview of her staff and their qualifications, goals, and accomplishments.  One of their goals is to create a welcoming brand, so they came up with the hashtag #OpportUNITY, which implies that the opportunity is a unity where one can appreciate not only what they're giving to someone, but what that person is giving back. The purpose for dentistry is to create the opportunity for excellence in dentistry.  They intend to create a student leadership board, so their student organizations don’t become insular where they’re operating for their own individual group pursuits and not for the whole. They’re holding focus groups and wellness groups and planning things that are student central to help them see what their options are so they can avoid some of the things that cause anxiety. Many more #opportUNITYs are being created for students, such as their Second Look program, open houses, sessions on overcoming failure and focusing on hope, financial aid acumen, etc.  2:40 pm: Kim Lewis, Assistant Vice Chancellor & Registrar, Office of the Registrar – Repeat rule as it relates to course work  When a student repeats a course, it is based on the individual course. When talking about the graduate student population, how that grade, and how the credits are factored into the students’ statistics vary based on an initial ‘repeat rule’ decision made by that program. When a course is created that school must determine how many times the student can take it. When a student enrolls in the course, and it exceeds the allowable repetitions for a course, the ‘repeat rule’ of the student’s academic program determines whether and how repeated courses will count in the student's total credits and GPA statistics.  There are different options for repeat rules:   * AVERAGE: All attempts in the course are included in the GPA. Credit hours count for best attempt. * BEST: Best attempt counts - all others dropped from hours and GPA * FIRST: First attempt counts - all others dropped from hours and GPA * LATEST: Latest (most recent) attempt counts - all others dropped from hours and GPA * NONE (no rule): No rule at program or career. All credits count. All grades count.   Last year all the undergraduate programs agreed to unit under a common repeat rule. However, the flexibility still exists in the graduate population to have different rules.  A current listing of programs and what rule they were following was presented to the committee for them to take back to their units and discuss whether the repeat rule for their unit still applies. Kim encouraged the committee to try to have similar repeat rules within their own units to avoid student confusion.  Dr. Blum said this will be discussed more during the February meeting.  2:50 pm: Janice Blum, Dean, Update and discussion on IU minors  IU Ph.D. students are required to select a minor. The minors are listed on the IU Grad School Indianapolis’s website with links to more information found at the originating school’s website. Not all schools have minors listed online. The IU Grad School Indianapolis may reach out for more information about minors and where to link. This is to help students and faculty know who to contact if they are interested in a specific minor.  Campus requirements have been that all minors must be 12 credits and they need to be from a distinct area outside the major. Bloomington has been allowing 6 credit hours, so it was proposed that next meeting there will be a discussion about the possibility of allowing 6-credit minors in Indianapolis. The GAC will need to consider if we will allow new minors to be developed with 6 or 12 credits, and whether existing 12 credit minors might be reduced in credit number. Related to this, students in the School of Science currently are not required to have minors. With the realignment, they will have to build a place for minors within their majors. Thus consideration of 6-credit minors is to help accommodate them.  Consent Agenda – all approved   * Termination of the MS in Occupational Therapy in the School of Health & Human Sciences * Changes to the Ph.D. in Nursing plan of study in the School of Nursing * Changes to the Ph.D. minor in Epidemiology in the Richard M. Fairbanks School of Public Health * Changes to the plan of study in the following concentrations within the MPH in the Richard M. Fairbanks School of Public Health:   + Epidemiology   + Health Policy & Management   + Public Health Informatics   + Social and Behavioral Sciences   Informational item:  On November 29, 2023, the Graduate Affairs Committee voted and approved via electronic vote the following: Graduate Certificate in Teaching English Learners collaborative degree   * Accelerated degree: Media Arts and Science, BS/Library Information Science, MLIS in the School of Informatics and Computing * Collaborative degree between Lilly Family School of Philanthropy and King Fahd University of Petroleum and Minerals (KFUPM) on behalf of KFUPM Business School * Dual Degree: Doctor of Dental Surgery – Master of Public Health between the School of Dentistry and the School of Public Health * Dual Degree: MD - PhD Translational Cancer Biology in the School of Medicine * Dual Degree: MD - PhD Musculoskeletal Health in the School of Medicine * Changes: Counseling/Counselor Education requests increase in credit hours from 40 to 60 * Changes: Dietetic Internship Graduate Certificate Program requests change in supervised practice credit hours * Changes: Doctorate in Nutrition & Dietetics requests change in admission requirements   Changes: Doctorate in Nutrition & Dietetics Track 2 requests change in admission requirements | | Blum |
| Next Meeting and Adjournment (**February 28, 2023, 1:30 pm, Zoom**) | |  |