|  |  |  |
| --- | --- | --- |
|  | |  |
| **Graduate Affairs Committee**  **Minutes** | **Date: March 28, 2023**  **Time: 1:30 p.m.**  **Location: Virtual via Zoom** |  |
|  | |  |
|  | |  |
| Meeting called by: Dr. Janice Blum | |  |
|  | |  |
| Attendees: | |  |
| Janice Blum (Chair), Margaret Adamek, Erin Brady, Margie Ferguson, Ray Haberski, Tabitha Hardy, Cleveland Hayes, Brittney-Shea Herbert, Dawn Holder, Marj Hovde, JK Lee, Jiliang Li, Sara Lowe, Karl MacDorman, Jennifer Mahoney, Cullen Merritt, James Mohler, Jacquelynn O’Palka, Isheka Orr, Patrick Rooney, Randall Roper, Paul Salama, Jesse Stewart, Jane Williams (School of Science), Jeff Wilson; Staff: Dezra Despain | | |
|  | | |
| **Minutes** | |  |
| Approval of the Minutes for February 28, 2023 | | Blum |
| Dean's Report  IRDS is merging under UITS Institutional Analytics. Not all tables originally developed under IRDS will remain updated. Dr. Blum met with the USSIR staff and discussed some of the committee’s needs. They promised to work on degree completion, time to degree, and an easy-to-use completion data table. Sabrina Andrew, the assistant vice president for institutional analytics, may be a guest presenter in the future.  The IU Graduate School data and student demographic webpages have been updated for 2021 – 2022.  A poll was presented. The question was “In 2015, more than 70% of our PhD students upon degree completion, were aiming for faculty positions in academia. In 2020, that percentage was approximately:” with the answers ranging from 60% down to 20% with 40% being the answer.  Elite 50 will be held April 11 at 6 p.m. in the Campus Center. This year they worked with Student Affairs who determined the final recipients. Not all schools had finalists, which was not well received by the deans. Next year there will be more involvement with training the judges, making sure every school has students applying, and making sure the panel of faculty and staff who have agreed to judge has broad representation.  Three students were recently recognized for the 2023 Women’s History Month Recognition Award event. Kristina Johnson-Yates in the Urban Education Studies PhD program from the School of Education, and Karen DSouza, from the Computer and Information Science PhD program in the School of Science, and Halide Namli-Kilic, Chief Resident in the Department of Periodontology, IU School of Dentistry.  For the first time there will be a graduate student Commencement speaker. The speaker will be Mikki Jaramillo from the School of Dentistry.  A student leave of absence guide or document was requested by September 2023. This guide will help students understand how leave will affect them according to their programs. A document was created to help guide the process of developing a leave of absence and can be found in the MS Teams resource folder.  If a student is doing poorly academically, it is recommended that they are put on probation as soon as possible to help the student understand where they stand, especially if they are receiving funding or if they are international students. It is recommended that at least one semester of probation is given before the student is dismissed. Send a copy of the letter indicating the student is on probation to the IU Graduate School to be included in the student’s files. This will also extend to Purdue programs. | | Blum |
| Purdue University Report  Purdue is adjusting to the new president, Mung Chiang and the new Provost, Patrick J. Wolfe, and the directions they are taking the university.  As to the realignment of the IUPUI campus, they are on hold until they know where faculty will go because students will go with faculty. The goal is to make sure students are taken care of both academically as well as with their assistantships, etc. It is important that Purdue respects financial commitments that have already been made to the students. | | Mohler |
| Assistant Dean's Report  Monday UPnGO will host a campus wide game night in the campus center game room.  The Graduate School will be hosting the campus visit program “Getting you into IUPUI” April 2-4. There will be nine underrepresented students from all over the country visiting our campus and departments.  Graduate and Professional Student Appreciation Week is April 3-7.  Writing in Community is 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 Writing Center will be hosting a “Writer’s block party” April 27th.  If students or post docs are looking for professional development opportunities and ways to build their resume’s the Preparing Future Faculty and Professionals program is free and only requires a short application and letter of recommendation to get started. There is ongoing programming through the semester and credits are offered for completing LinkedIn courses. Programming from campus partners is also included on the program plan.  The Grad Parent Network, for graduate students who are parents, launched their own webpage where resources for student parents will be housed. The GPN will meet next on April 26th. | | Hardy |
| Graduate Mentoring Center  The 2023 IUPUI Graduate and Professional Mentor of the Year is Professor Katrenia Reed-Hughes, Assistant Professor of Organizational Leadership in the Department of Technology Leadership and Communication in the School of Engineering.  April 3-7 is Graduate Student Appreciation Week.  April’s Monthly Mentoring Dialogue will be on Wednesday April 12 at 4:30-5:30 in the Lilly Auditorium. The topic is: “Who you were vs. who you have become.” A panel will discuss self-discovery, self-growth, mental health.  There will be multiple opportunities for Faculty and Staff and Graduate and Professional Student Mentoring Dialogues in May and June.  Faculty and Staff mentoring dialogues:  May 10 and 11 (online) MEME Faculty to Faculty Mentoring Dialogues (Katrenia Reed Hughes and Tera Jordan, facilitators)  May 24 and 25, 12-4 pm (in person, with lunch) Faculty and Staff Mentoring Dialogues (Randall Roper and Cam Macris, facilitators)  June 7 and 8, 12-4 pm (online) Faculty and Staff Mentoring Dialogues (Cam Macris and Barb Pierce, facilitators, with Brenda Blacklock)  Graduate and Professional Student Mentoring Dialogues  May 17 and 18, 1-5 pm (in person, with lunch) Graduate and Professional Student Mentoring Dialogues (Dominique Galli and Tonya Shelton, facilitators, with Tabitha Hardy)  June 13 and 14, 12-4 pm (in person, with lunch) Graduate and Professional Student Mentoring Dialogues (Brenda Blacklock and Tonya Shelton, facilitators, with Tabitha Hardy) | | Roper |
| Graduate and Professional Student Government  Voting for executive officers closes on March 30. On March 20, the candidates gave their speeches.  GPGS participated in Jagathon and raised $1700.00.  The GPEG cycle is open. Graduate and professional students presenting at conferences can apply for up to $500 to help pay for accommodation, transportation, and other conference costs as well as per diem, abstract fees, etc.  Elite 50 Award Banquet is April 11 in the Campus Center Room 450.  GPSG sponsored 150 tickets to the Indiana Pacers vs Milwaukee Bucks game. The tickets ran out in less than 2 hours, which indicates that students are very excited about this kind of activity.  During Graduate and Professional Student Appreciation Week, GPSG will have a “Pamper Yourself” event where students can make their own essential oils, sugar scrubs, and other spa-type activities.  On April 25 there will be a “Communal Coloring and Clay Time” event during Stress Busters Week in CE 409. | | Orr |
| Graduate Office Reports  Not in attendance | | Henry |
| Committee Reports | |  |
| Fellowship Subcommittee Report  Not in attendance | | Henry |
| Curriculum Subcommittee Report  The curriculum subcommittee reviewed a total of eight courses, seven new courses and one course change. They approved six courses, approved one contingent upon some minor updates and didn’t approve one. The final day for courses to make the April agenda is Friday, March 31. There are only two more monthly reviews for this academic year, April and May, and the deadline for May is April 30. | | O’Palka |
| Graduate Recruitment Council Report  Events for Prospective students  The next Graduate Student Tour is Wednesday, April 26 from 3:30-5 p.m. and starts in the Campus Center, Room 240.  Accelerate Acceptance: The Secrets of Graduate School Admissions Speed Sessions, a workshop for prospective grad/professional students, will be held Thursday, March 30 from 5:30-6:45 p.m. via Zoom.  The annual Recruiter’s Workshop will be held on Thursday, June 22 in Innovation Hall. Presenters, topics and exact time of event TBD.  The next Graduate Recruitment Council meeting is Thursday, April 20 from 2:30-4 p.m. via Zoom. | | Mahoney |
| Continued Discussion:   * PhD Minors and the School of Science   It was proposed that the School of Science (SOS) be given a trial period in which to develop minors for their PhD programs that will be moving to IU. The minors would consist of 6 credit hours starting in the Fall of 2024. The development of six credit hour minors would only be available for the School of Science and not for other programs to develop. Some of the issues that SOS would face because of adding a minor to their PhDs would be the following:   * + Asking more credit hours from them would be a financial hardship at this time during the transition.   + Adding a minor requirement also adds time to graduation and if you add up all the PhD students, that’s a huge time commitment for faculty as well as students.   + Faculty availability concerns   + Teaching concerns which may affect graduate curriculum   A vote was requested as follows: The Purdue graduate programs in School of Science transitioning to IUI will be allowed a 5-year trial period to implement 6 credit hour minors. At the end of the 5 years, the minors situation will be re-reviewed. 80% of the members voted yes, 7% voted no, and 13% abstained.   * Repeat Rules for Courses   The IU Graduate School Indianapolis will use the highest grade when calculating GPA unless told otherwise by the student’s school/department. The committee was encouraged to review their repeat rules and if they don’t have a rule, to consider one of the various options and let the Office of the Registrar know what it is.   * Change in Summer Session Registration - approved   IUB announced that they would be moving their summer registration period from summer/fall to spring/summer. This change means that IUPUI and IUPUC will be the only campuses who still have a summer/fall cycle. There’s been a lot of interest having the IUPUI campuses make a similar switch. Not only would this provide more time for students to plan their summer enrollment, but also gives units more time to add sections if classes fill up. We also don’t want to be in a position where students are enrolling in summer courses as temporary intercampus transfers elsewhere in the IU system because they can get into those classes 5 months earlier that at IUPUI/IUPUC.  An electronic vote asking for those in favor of moving the summer registration at IUPUI/IUPUC from spring semester to the prior fall semester was sent out March 15 with a March 22 deadline. The majority of responses were affirmative. There were questions about when registration would end for the summer and the Office of the Registrar affirmed that summer registration does not change. Law was concerned about not having courses available to schedule that early, but after some discussion with the Office of the Registrar a solution was found. The majority vote was to approve.  Consent Agenda – all approved   * Changes to the plan of study in the Richard M. Fairbanks School of Public Health graduate certificate in Public Health * Changes to the plan of study in the Richard M. Fairbanks School of Public Health graduate certificate in Infection Control and Prevention Epidemiology   Informational:   * Course letter change from E-517 Fundamentals of Epidemiology to P-517 Fundamentals of Epidemiology. * Suspension of the following programs in the Richard M Fairbanks School of Public Health:   + Master of Public Health degree in Global and Environmental Health, on campus and online   + Accelerated degree in Global and Environmental Health, on campus and online   + Master of Public Health degree in Biostatistics   + Master of Public Health degree in Product Stewardship   + Graduate Certificate in Product Stewardship   + Accelerated degree in Product Stewardship * The start date for the Professional Doctorate in Philanthropic Leadership in the Lilly Family School of Philanthropy will be in August instead of May. Also, the on-site residency will be required absent extenuating circumstances for the 2024 cohort. | | Blum |
| Next Meeting and Adjournment (**April 25, 2023, 1:30 pm, Zoom**) | |  |