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| **Graduate Affairs Committee**  **Minutes** | **Date: April 25, 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, Erin Brady, Gabriel Chu, Margie Ferguson, Ray Haberski, Miki Hamstra, Tabitha Hardy, 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, Jacquelynn O’Palka, Zachary Riley, Patrick Rooney, Randall Roper, Paul Salama, Jesse Stewart, Kelly Sumner, Jeff Wilson, Constantin Yiannoutsos; Staff: Dezra Despain | | |
| Chris Foley, Director, Office of Online Education; Whitnie Powell, Director, Enrollment Management & Student Services | | |
| **Minutes** | |  |
| Approval of the Minutes for March 28, 2023- approved | | Blum |
| Dean’s Report  April was a month of celebration. There was the Elite 50 awards dinner, the 2nd Annual Graduate & Professional Student Awards Ceremony, and the Chancellor’s Academic Honors Convocation (CAHC). Important CAHC award recipients are Cleveland Hayes (GAC member) - Chancellor’s Diversity Scholar Award; Elise Daugherty (School of Liberal Arts Museum Studies) and Meredith Bauer (School of Science PhD) - Sherry Queener Graduate Student Excellence Award; Michelle Loftin (School of Science Biology) and Matthew Smart (School of Science Earth Sciences) - Chancellor’s Scholars.  Commencement is Friday, May 12. Volunteers are still needed. Mikki Jaramillo, a dental student, will be the first graduate student to speak at commencement.  Enrollment Management is rolling out a new web portal that lists current enrollment data. Graduate certificate, masters, and PhD student enrollment are up, and professional student enrollment is slightly down. It’s still early in enrollment, so there will be an influx closer to fall semester. Luddy School of Informatics, Computing, and Engineering is driving strong international enrollment. Undergrad enrollment is slightly down.  Orientation for new students is important. The GPSG has been concerned that not every school is orienting their students. There are resources to help with orientation. The Graduate School is willing to attend orientations. Also, the student advocates office might be willing to attend. The Graduate School as well the Office of International Affairs has an online orientation available to students.  Kelly Sumner, assistant director for graduate international admissions, will be representing the Office of International Affairs on the GAC, taking over from John Mann.  The Policy Committee on the Graduate Faculty Council (GFC) has been working on guidelines and best practices for faculty and graduate student academic integrity. It will be voted on soon and once it is it will be distributed to the GAC. Some of the content discusses ethics, AI, how often committees/mentors should meet with their students among other things.  A Care Card was developed to help navigate student mental health concerns and emergencies that will be distributed to faculty. It is a summary of what faculty should look for and do when working with students having difficulties. | | Blum |
| Purdue University Report  Not in attendance | | Mohler |
| Assistant Dean’s Report  This week is Stress Busters week and there are several activities that students can participate in. The Graduate School will have study snacks, coffee, and tea in the Graduate Commons area the entire week.  Thank you to everyone who participated on Getting you Into IUPUI campus visit program. This is an annual event so keep this opportunity in mind for next year.  The Grad Parent Network, for graduate students who are parents, has launched their own webpage where resources for student parents will be housed. The GPN will not meet over the summer but will resume in the fall.  Summer is a great time to focus on professional development. If students or post docs are looking for those opportunities, Preparing Future Faculty and Professionals program is free and only requires a short application and letter of recommendation to get started.  Dr. Hardy led a task force looking at anti-racist practices in graduate and professional school recruitment and admissions. Last year they surveyed recruiters and asked about their recruitment practices, and intentionality when recruiting students of color. Dr. Hardy presented data from this survey and recommendations to the Chancellors Diversity Cabinet earlier this month. The following recommendations were made:   1. Dedicated space to share information and resources on campus to promote and share with students 2. Develop and share best practices in recruiting diverse students 3. Dedicated recruitment staff 4. Diversity-related trainings for recruitment staff 5. Diversity-related trainings for admissions committees | | Hardy |
| Graduate Mentoring Center  Wednesday May 3 from 5:30-6:30 in INCE 031 (Group Practice Room) of the Campus Center, The Graduate Mentoring Center is sponsoring a Finals Stress Busters Event “Zumba”. All graduate and professional students are encouraged to attend.  Faculty and Staff Mentoring Dialogues:   * May 10 and 11 (online 2-6 pm EDT) MEME Faculty to Faculty Mentoring Dialogues (Katrenia Reed Hughes and Tera Jordan, facilitators) * May 24 and 25, 12-4 pm (in person University Library, Ashby Reading Room, 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, University Library, UL 1116, with lunch) Graduate and Professional Student Mentoring Dialogues (Dominique Galli and Tonya Shelton, facilitators) * June 13 and 14, 12-4 pm (in person, University Library, UL 1116, with lunch) Graduate and Professional Student Mentoring Dialogues (Brenda Blacklock and Tonya Shelton, facilitators). | | Roper |
| Graduate and Professional Student Government  Not in attendance  Isheka sent in her report.  Year-end GPEG Cycle is still open!  The last event of the semester is today. Communal Coloring and Clay Time from 2:30 pm-4:30 pm in CE 409  Headspace links should be ready for the fall semester | | Orr |
| Graduate School Reports  The data connection between the IU online application and SIS PeopleSoft is temporarily paused due to software migration. The UITS Team is actively trying to remedy this and get the connection working again. This will cause delays in applications and admissions decisions making it to SIS Peoplesoft.  IUPUI has established a partnership with Indianapolis Public Schools. To facilitate this partnership, IUPUI graduate and professional programs that are conducive to a teacher’s full-time work schedule where they would be able to obtain graduate degrees by taking courses in-person during the evening, online asynchronous, online synchronous (evenings), or summer classes must be identified.  The Office of the VP for Student Success (VPSS) Document Retention Rules and Admissions Data Plan will impact admissions offices (undergrad and grad)! The GAC was encouraged to read the Admissions Data Purge Communication Memo carefully. Every office is expected to examine their files (digital and paper) and be ready to comply with this policy.  Decentralized Grad Admissions – Who “owns” graduate admissions records for:   * UGS students and PUGS students – IUPUI Graduate Office * GND students – IUPUI Graduate Office * Grad and GRD1 students NON UGS / PUGS – Schools * DENT, MED, LAW students - Schools * GINT students – OIA determines if international documents are official, process them, and return them to the graduate departments.   The Students for Fair Admissions (SFFA) v. Harvard and UNC Pending SCOTUS decision is expected by June 30th. Email gradoff@iupui.edu to be a part of the Working Group that will inventory race-conscious DEI initiatives, discuss how to stay committed to DEI initiatives within new parameters, and to prepare for next steps.  A Request for Proposal (RFP) for new student services software for all of IU is being considered. The Advisor and Administrator Experience DEMO for Stellic is April 27, and the Advisor and Administrator Experience DEMO for College Source is Tuesday, May 2. | | Henry |
| Committee Reports | |  |
| Fellowship Subcommittee Report  Final University Fellowship & Diversity Fellowship rosters established   * Diversity: 16 nominees, 12 offers, 7 acceptances * University Fellowship PhD: 57 nominees, 38 offers, 23 acceptances * UF Masters: 10 nominees, 10 offers, 6 acceptances   President's Diversity Dissertation Fellowship review is underway - received 4 nominations (highest number in years!) | | Henry |
| Curriculum Subcommittee Report  The curriculum committee reviewed eighteen courses: four course changes and fourteen new course requests. Of those, eleven were approved and seven were not approved. The programs have been notified. May is the last month courses will be reviewed for this academic year. Courses will need to be in Dezra’s workflow by May 1 for them to be placed on the May agenda. | | O’Palka |
| Graduate Recruitment Council Report  The Graduate Recruitment Council met last Thursday on Zoom. Several GRC members went to the Graduate Enrollment Management Summit in New York City. They hope to cover some of the key takeaways from the conference at the annual Recruiter’s Workshop, which will be held on Thursday, June 22 in Innovation Hall. Registration will open in mid-May.  The next Graduate Student Tour is 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, was held Thursday, March 30 from 5:30-6:45 p.m. via Zoom. Ten people attended.  The next Graduate Recruitment Council meeting will be Thursday, July 20 from 2:30-4 p.m. via Zoom. | | Mahoney |
| Presentation  Chris Foley, Director of Office of Online Education and Whitnie Powell, Director of Enrollment Management & Student Services will give an update on online enrollment and plans for innovations and expansion at IU online.  Chris Foley began by talking about their scaling up model. President Whitten charged IU Online to grow by 200%. For fall there are 8,300 online students. Between now and 2030, 16,000 more students will need to enroll. Currently, most programs enroll 50 – 100 students. To get to 16,000 students, IU Online will build out their portfolio with programs that can scale up to 1,000 to 2,000 students. They have contacted the deans and chancellors of the regional campuses to identify which schools would be interested in this. On the graduate end, the Fairbanks School of Public Health is interested. There are many undergraduate programs across IU that have also shown interest. A significant amount of marketing and instructional design resources is being deployed to this effort. President Whitten allocated $2 million startup money as an investment in marketing. Increase in web traffic and requests for information has been noted, and there has been some increase in applications, however it should be noted that fall 2024 will be when they should see the full effect of their marketing efforts. Admission and advising staff are being hired, and advisory groups for both undergraduate and graduate programs have been built. Fairbanks will be joining in on the advisory groups.  Whitnie Powell discussed IU Online’s advising plans. IU Online hired three collaborative graduate academic advisors in January. These advisors have been onboarded and online partners in the collaborative space have been notified that these advisors will be picking up the new incoming students. Faculty were given the option of continuing advising their current students or to let the new advisors take over. Overwhelmingly, faculty opted to let IU Online take over the advising. IU Online has hired an associate director for online academic advising in the undergraduate space and anticipate having a fully functioning team for fall.  Foley discussed non-credit or micro credential certificates. They will be setting those up. Some programs are utilizing online non-credit work already. IU Online also can do badging.  A concern is IUPUI’s transition to separate universities. There are some IU Online students involved in this transition. A conversation about how to easily manage that transition will take place in the future. | |  |
| Program review   * New MS in Computer Science from the Luddy School of Informatics, Computing, and Engineering - approved * New PhD in Computer Science from the Luddy School of Informatics, Computing, and Engineering - approved   Consent Agenda – all approved   * Curriculum change to the Master of Public Health and Master of Health Administration dual degree in the Fairbanks School of Public Health * Curriculum change to the MS in Global Health & Sustainable Development in the Fairbanks School of Public Health * Curriculum change to the MS in Biostatistics in the Fairbanks School of Public Health * Curriculum change to the concentration in Public Health Informatics in the MPH degree in the Fairbanks School of Public Health * Curriculum change to the PhD in Epidemiology in the Fairbanks School of Public Health * Curriculum change to the PhD in Health Policy Management in the Fairbanks School of Public Health * Revisions to the admission requirements for the MS in Nutrition and Dietetics in the School of Health and Human Science * Changes to the Doctorate in Nutrition and Dietetics Track 1 in the School of Health & Human Sciences * School of Medicine memo with clarification of seminar course in the PhD in Medical and Molecular Genetics, curriculum change for the MD/PhD students in the PhD in Medical and Molecular Genetics, clarification of courses for the PhD minor and MS in Medical and Molecular Genetics (non-Genetic Counseling).’   Informational item:   * Suspension of the Family Nurse Practitioner (FNP) program in the Division of Health Sciences at Indiana University Purdue University Columbus (IUPUC) | | Blum |
| Next Meeting and Adjournment (**May 23, 2023, 1:30 pm, Zoom**) | |  |