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| **Graduate Affairs Committee**  **Minutes** | **Date: October 25, 2022**  **Time: 10:00 a.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, Sara Allaei, Kyle Anderson, Nicole Collins, Adam Eckard, Margie Ferguson, Richard Gregory, Ray Haberski, Miki Hamstra, Cleveland Hayes, Monica Henry, Brittney-Shea Herbert, Dawn Holder, Thomas Hurley, Jiliang Li, Sara Lowe, Karl MacDorman, Jennifer Mahoney, Kyle Minor, Patrick Rooney, Randall Roper, Paul Salama, Brandon Sorge, Jeff Wilson, Constantin Yiannoutsos; Staff: Dezra Despain | | |
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| **Minutes** | |  |
| Approval of the Minutes for September 27, 2022 - approved | | Blum |
| Dean's Report  Three students were selected for the Distinguished Master’s Thesis Award of which two were from IUPUI. Danielle Able, Clinical Psychology, School of Science, was selected for the award in the field of social science, and Sheetal Prasanna, Electrical and Computer Engineering, School of Engineering and Technology, was selected for the award in the field of mathematics, physical science, and engineering.  The task force for IU Strategic Plan 2030 has been formed. The committee for the task force are focused on three pillars: Student Success, Transformative Research and Creativity, and Service to the State. Those involved with the Committee for Improving Graduate Education under the student success pillar are Margaret Adamek, Kathi Badertscher, Mark Urtel, Jerome Dumortier, Max Huffman, Monica Henry, Tabitha Hardy, and Janice Blum. The committee has been asked to identify five strategic objectives and come up with three action items under each of the objectives as well as the metrics for progress. The goal is to get this completed before Thanksgiving.  Discussion has centered on enrollment, retention, degree completion, student outcomes and supporting students in their careers, diversity, equity, inclusion and belonging, and tracking and ensuring students are recognized for their local and global contributions.  Another area of interest is the realignment of the IU and Purdue institutions. Committees have been established to identify priorities. Graduate school subgroups have been created and involve faculty from, for example, Computer Science in West Lafayette and Computer Science at IUPUI, to talk about what degrees or courses they want to transition.  We are concerned for students and how they are experiencing the anxiety of this transition and will do what we can to communicate information. Currently, not much is known yet about how students will transition, but our goal is to make this transition as smooth as possible.  Other topics that have come up about the transition relates to the cost, the services that will be needed and available for students and faculty, student fees, and more.  Upcoming student awards include the Sherry Queener award and the Wells Graduate Fellowship – due the first week in November. This is a prestigious award, has over a $40,000 stipend award, and is opened to doctoral and MFA students. | | Blum |
| Purdue University Report  Not in attendance | | Mohler |
| Assistant Dean's Report  Writing in Community- Writing Group with University Writing Center meets every Wed. online 4-6 via zoom.  The Grad Parent Network, for graduate students who are parents, have resumed their meetings. Flexibility is needed to continue to support this group. The next meeting will be November 16th 12-1pm via zoom. They are working on becoming a registered student organization.  If your students or post docs are looking for professional development opportunities and ways to build their resumes, the PFFP program is free and only requires a short application and letter of recommendation to get started. Programming is ongoing through the semester and includes programming from campus partners on our program plan.  Wellness Ambassador Training Retreat registration is open for the November 18 training options. Friday 9am-4pm lunch provided.  The annual IUPUI Preparing Future Faculty and Professionals (PFFP) Pathways Conference will be held on November 17th in person in Campus Center 405. The Pathways Conference participants engage in seminars, workshops and networking opportunities designed to build awareness, skill and relationships amongst peers and experts. | | Mahoney for Hardy |
| Graduate Mentoring Center  The GMC continues to hold their popular Faculty and Staff Mentoring Dialogues, for new faculty and their mentors, as well as current faculty and staff. Two opportunities for monthly one-hour sessions from September to April (one in person and one via Zoom) for new faculty and their mentors are offered, and current faculty and staff to engage in their nationally recognized Faculty and Staff Mentoring Dialogues.  They also hold a Monthly Mentoring Dialogues. The next meeting will be November 17 1-2 pm, CE 405 and will be on “Networking”. In conjunction with the Preparing Future Faculty and Professionals, Hailey Allen from PREPs will present a very popular seminar on networking.  The GMC is partnering with the NIH Office of Intermural Training and Education to offer a series of webinars and small group discussions on the following:   * Becoming Resilient Graduate Students helps graduate students develop the confidence and resilience they need to navigate challenging situations in school, work, and life. This series consists of five webinars, each linked to a drop-in small-group discussion the following week. This series is open to all graduate students. * Raising a Resilient Scientist Series is for faculty, staff scientists, and administrators who mentor students and postdoctoral fellows in the biomedical, behavioral, and social sciences. A variety of topics will be covered with a specific focus on communication and shared problem-solving to help trainees deal with the inevitable setbacks experienced in high knowledge environments. The goal of the Raising a Resilient Scientist series is to promote the mental health and well-being of the academic research community by supporting faculty and administrators to develop self-management, relationship-management, and mentoring skills. There will be five units in the series and start on November 9th, 2022; each unit will consist of a 75-minute lecture followed by a 1-hour facilitated discussion with peers.   We have several faculty that help facilitate their Mentoring Dialogues. They have funds to train up to 3 faculty from IUPUI in upcoming facilitator training. If you have taken the Faculty and Staff Mentoring Dialogues and are interested in becoming a facilitator, please fill out an application. | | Roper |
| Graduate and Professional Student Government  Dr. Blum, Dr. Hardy, and Dr. Weldy attended the last GA meeting on October 13th to address concerns that Graduate and Professional students are facing regarding the realignment of IUPUI (what this will look like for students/ departments), what the pros/cons of our graduate school separating from IUB are and other priorities.  GPSG had a meeting with OIA, MC, Graduate Office, Student Advocacy and Support and Iranian Students- Students were able to share their current struggles related to the current conflict in Iran and expressed ways that the IUPUI community can support them.  GPSG met with Nina Johnson about creating a peer wellness guide for students who are dealing with turmoil due to the situation in their countries.  There will be a Voter Registration Table on October 10th that will inform students about the importance of voting, their voting rights and how to vote.  Upcoming Events   * Fall Listening Tour- the aim of this tour is to give graduate and professional students a safe space to give their honest feedback about life on campus (including graduate experiences, departments, transition to IUI, the 10-year strategic plan of the university, etc). The first tour will be on October 27th from 4:30-5:30 PM in AD 2048 * Diwali Event with Desi Jags on Thursday, October 27th from 6:30-9:00 PM at the CE Theatre * Paws Pantry Service Activity October 28th from 10:00 AM to 12:00 PM. Members from the E-Board and GA will be helping to run the operations of Paws Pantry during this time. * Elite 50- GPSG is trying to encourage more students to apply (at least 200) and increase nominations from deans and programs especially schools with a lower number of nominees (Kelley, Lilly, Herron, McKinney).   November 9th - Application opens  January 9th - Nominations close  Jan 16th (11:59PM) - Applications close   * Gingerbread House Decorating during Stressbusters week (Collaboration with Health and Wellness Promotion)- December 7th from 5:00-8:00 PM at UL 1116. The aim of this Fall activity is to give GradJags a space to destress as they head into finals week | | Mahoney for Orr |
| Graduate Office Reports  Graduate Student Success starts with good advising. There has been an uptick in students expressing concerns about their inability to connect with faculty or staff within their graduate program, and confusion related to student progression and their plan of study.  Proactive student outreach by advisors is critical to retention and on-time degrees. Ensure your advisors are responsive, and that your students know how to set up meetings or contact them directly. The Grad School office will be connecting with grad program directors soon to encourage better communication and the use of tools such as Advising Records (AdRX).  IU Core Team has until November 4th to submit enhancement requests for our IU Graduate CAS.  23-24 Application Cycle Prelaunch – November through January – exact dates TBD – consider what changes you want to make to your graduate program section of the application!  Dr. Sherry Queener is presenting, The Last Lecture: Lessons for Life from a Lifetime of Learning: Fighting Fair. November 4th at 2 PM, Reception 3 – 4 PM. | | Henry |
| Committee Reports | |  |
| Fellowship Subcommittee Report  Queener Award nominations are due Friday, November 4.  Fellowship workshop is Wednesday, November 2nd at 1:00 PM. Topics include requirements and nomination processes for fellowships and awards available to UGS, PU GS, and professional/independent programs. There will be a Q & A at the end. | | Henry |
| Curriculum Subcommittee Report  The committee reviewed 17 courses. There were eight new courses and nine course changes. Twelve were approved, two approved contingent on minor issues, and three were not approved. Reminder that courses must be in Dezra’s action list in CARMIn by October 31 for the November review. If she doesn’t receive them, they will go on January’s agenda. The committee takes a hiatus in December. | | Despain for O’Palka |
| Graduate Recruitment Council Report  Graduate School Admissions Boot Camp, a workshop for prospective graduate/professional students that focuses on personal statements was held on Wednesday, October 12 from 3-6 p.m. via Zoom. There were 25 students that attended, and 18 personal statements submitted. Several students were from other areas of the country and about 4 from international locations. Special thanks to Drs. Queener, Roper, and Hardy for leading this effort. Dr. Queener was able to get several Senior Academy members to participate to provide advice to the students about their application and answer any questions they had about applying to graduate school.  The last Graduate Recruitment Council meeting for this year is Thursday, November 17 from 2:30-4 p.m. via Zoom: Anyone with an interest in recruitment is welcome to attend. | | Mahoney |
| Consent Agenda – all approved   * New concentration in Interdisciplinary Public Health Studies in the MPH program in the Fairbanks School of Public Health * Revision of the MS in Nutrition and Dietetics Program in the School of Health and Human Sciences * Name change and plan of study revision to the PhD Cancer Biology minor in the School of Medicine. The requested new name is Translational Cancer Biology. | | Blum |
| Discussion:  “How you can help graduate students in a tight spot” – Tom Hurley, IU School of Medicine. A discussion on emergency funding.  The School of Medicine recognized that students, due to no fault of their own, will experience situations that require emergency funding. The Med school created an IU Foundation account, which is essentially a gift account. The money is deposited into this account with the express purpose from the donor to be available as a gift to students in financial situations. Roughly about two students a year apply for the funds and the only requirement is to indicate what their needs are. The student is made aware that the school may not meet the full financial need, but the funds are there to help buffer. To get funds for the account, fundraising letters are sent out, then when the account gets low, another fundraising letter is sent. It’s usually a couple years between letters.  Keep in mind that gifts are taxable, also, so students will need to pay those.  The IUPUI Graduate School has a small fund available for emergency – roughly $500 - $1000. A poll was administered to the GAC asking if their school or department has an emergency fund set up. Sixty-five percent of the members said they have an emergency fund whereas thirty-five said no. It was stressed that it’s important to discuss emergency funding for students in schools or departments.  It was asked who the School of Medicine targets with their fundraising letters. They target graduate faculty and alumni.  A resource mentioned is the Help Me Roar website that can direct students to places where they can find help.  Next Meeting and Adjournment (**November 22, 2022, 1:30 pm, Zoom**) | |  |