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| **Graduate Affairs Committee**  **Minutes** | **Date: November 22, 2022**  **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, Sara Allaei, Erin Brady, Rebecca Ellis, Richard Gregory, Tabitha Hardy, Cleveland Hayes, Monica Henry, Brittney-Shea Herbert, Dawn Holder, JK Lee, Jiliang Li, Karl MacDorman, Jennifer Mahoney, Kyle Minor, James Mohler, Aishat Motolani for Ikesha Orr, Zachary Riley, Patrick Rooney, Paul Salama, Brandon Sorge, Jeff Wilson, Staff: Dezra Despain | | |
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| **Minutes** | |  |
| Approval of the Minutes for October 25, 2022 – approved via electronic vote November 29 | | Blum |
| Dean's Report  The Student Advocacy office put together a list of schools that have emergency funding available. Those schools that don’t have emergency funding are encouraged to talk to their dean about developing an emergency fund. The following is a list of units that currently provide funding:   * Department of Kinesiology (School of Health & Human Sciences) * Herron School of Art and Design * Lilly School of Philanthropy * Paul H. O'Neil School of Public and Environmental Affairs * Robert H. McKinney School of Law * School of Dentistry * School of Informatics and Computing * School of Liberal Arts * School of Medicine * School of Science * School of Social Work * Office of International Affairs   The following schools have subsequently confirmed that they offer emergency funding: Nursing and Engineering.  Campus leadership is still discussing stipends and in particular, the minimum stipend. Our campus is aligned with Purdue and about seventy other institutions in our average stipends for students with academic appointments. However, there are several IUPUI programs with stipends for SAAs that are below average. Getting campus to finalize the minimum stipend will help amend that. The transition to implementing this policy would be in 2-3 years.  Discussion about student leave has been ongoing. A guide on student leave has been developed and includes a special plan to accommodate those SAAs who have compelling personal or family medical care needs and are unable to fulfill their appointed position. They will be allowed to submit, with their schools, a request to take leave without enrollment. They will not receive their stipend but will be allowed to stay on the University health insurance until the end of their appointment, or six months, whichever is less. More information is found in the guide. | | Blum |
| Purdue University Report  Dean Mason’s approach to the realignment of Purdue and IU is to make sure that students are well-cared for in the transition. The two main issues would be getting students to file a plan of study so that necessary courses can be determined, and making sure graduate student funding is not interrupted.  There are major leadership changes taking place. In January there will be a new incoming University president. Also, Provost Jay Akridge will be stepping down to return to faculty. | | Mohler |
| Assistant Dean's Report  The Writing in Community Writing group with University Writing Center (UWC) will continue through Dec. 14th Wed. online 4-6 pm via zoom. UWC will host a “Writers Block Party” Dec. 8, 4-8 pm in Cavanaugh Hall 427.  The Graduate Parent Network, for graduate students who are parents, will have their next meeting Dec 14th. They are working on becoming a registered student organization.  UPnGO will host a Holiday Crafting event Dec. 1 from 4:30-6 pm.  Students or post docs looking for professional development opportunities and ways to build their resumes can join the PFFP program. It 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 included.  The PFFP Pathways Conference was recently held. This annual event offered a chance for students to share their research at the campus 3MT/3MP Competitions.  The 2022 winners were:  3MP   * 3MP Winner: $300 and a feature in our graduate student newsletter and website – Rieanna McPhie (IPREP) * People's Choice: $200- Rieanna McPhie (IPREP) * Runner Up: $200- Barakha Jain (Informatics)   3MT   * 3MT Winner: $500 a feature in our graduate student newsletter and will represent IUPUI at the Midwest Alliances of Grad Schools conference in Chicago, IL- Radhika Bhaumik (Biology) * Runner Up: $300 and People's Choice: $200 - Madhumita Sridharan (Biology) | | Hardy |
| Graduate Mentoring Center  Not in attendance | | Roper |
| Graduate and Professional Student Government  The GPSG Academic Affairs subcommittee set up listening tours that created a space for graduate and professional students to share their graduate experiences, what they love about the campus and how it can be improved. The committee also discussed increasing student travel funding for graduate students.  The Diversity, Equity and Inclusion subcommittee is working on a letter requesting a name change for the Indianapolis Indians. The committee is also gathering statistics to support international student fees.  The Health and Wellness subcommittee published a Peer Wellness guide that has been distributed widely at events. The committee is partnering with the programming committee and with the Health and Wellness office to set up activities for Stress Busters week. One of the activities will be a cookie decorating and cardmaking event. Also, the committee made a resolution to investigate how students are thriving and coping and will be using the Graduate and Professional Student Experience Survey (GSES) data as well as the data obtained from the Listening Tour to guide discussion in that area. The data from the GSES and Listening Tours will become available at the end of next year after it has been reviewed by GPSG in collaboration with the IUPUI Graduate School. They are hoping to have a searchable web portal for the data.  The Campus Programming/Community Involvement subcommittee set up tables at two events to encourage and help students register to vote. Also, the committee has rescheduled orientation events to be held sometime in January.  The Sustainability subcommittee established contact with Chartwells about food waste and is hoping to get discount codes for sustainable products. They’re working on an off-campus sustainability guide.  The General Assembly voted to sign a letter drafted by the MIT Graduate Student Council and the Carnegie Mellon University Graduate Student Assembly in collaboration with twenty-three other graduate and professional student governments across the US to send two timely letters. One of the letters was sent to the Congressional appropriators, urging them to fund graduate student priorities when making the physical year 2023 budget. This was mostly based on the recently passed CHIPS and Science Act. The second letter was for the Department of State Bureau of Consular Affairs, urging them to reduce the lengthy wait times for non-immigrant visas.  Discussion about the GPSG Bill of Rights that was drafted a few years ago also came up., The general assembly wants to work on that and guide how that would be implemented in the future. | | Motolani |
| Graduate Office Reports  Remind faculty of upcoming grade deadlines, and to review past incompletes to avoid any degree award delays.  The office will close during the Christmas/New Year holiday break at 5 p.m. on Thursday, December 22 and will re-open at 8 AM on Tuesday, January 3rd. | | Henry |
| Committee Reports | |  |
| Fellowship Subcommittee Report  Block Grant applications are due December 16th  There was a reminder to review the fellowship and award deadlines.  The November 2nd Fellowship Workshop was recorded and is available to view in Kaltura. Resources for the Fall 22 Fellowship Workshop are found on MS Teams. | | Henry |
| Curriculum Subcommittee Report  The committee reviewed 15 courses, four course change requests and 11 new courses. They approved nine courses; approved two courses contingent upon minor adjustments and didn’t approve four. The committee will not meet in December but will resume in January. Courses will need to be received in the Graduate School office by December 22 for them to be included on the January agenda. | | Despain |
| Graduate Recruitment Council Report  The Graduate Recruitment Council met on November 17 via Zoom for the last meeting of the year. Patrick Bailey and Jen Lund Dtzako, from Enrollment Strategies & Insights in Enrollment Management presented information on the CRM to gage interest and invited more graduate program representatives to adopt the system. They emphasized that those programs who are new to the CRM can spend minimal time with just implementing the basics (like a RFI form) or more time really diving in to creating journeys. Patrick and Jen are there to help and are dedicated to helping graduate programs succeed in the CRM.  The 2023 dates for the Graduate Recruitment Council meetings are: January 26, April 20, July 20, and October 19. Upon polling the members present about meeting platform, most preferred Zoom though a few preferred in-person only, as well as those who suggested having both as options, or one meeting a year in person. Jennifer will be sending a larger survey out to the entire membership to get feedback about meeting format. | | Mahoney |
| Program Review – approved via electronic vote November 29   * IU Online collaborative – Graduate Certificate in Teaching English Learners – a collaboration between the IU system-wide Schools of Education   Consent Agenda – all approved via electronic vote November 29   * 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 request change in supervised practice credit hours * Changes: Doctorate in Nutrition & Dietetics request change in admission requirements * Changes: Doctorate in Nutrition & Dietetics Track 2 request change in admission requirements | | Blum |
| Discussion:   * Process for IU collaborative degrees – below is a quick overview of the IU Online Collaboration process. The full document has been uploaded to the GAC 2022-2023 MS Teams resource folder   + Submit the online degree to Office of Online Education (OOE)   + If determined this could be a system-wide degree, then it is offered as an IU collaborative degree and those campuses interested in it can opt in.   + MOA is created   + Faculty on each campus has a department/school review and signs off on the MOA   + OCAP drafts the ICHE proposal   + The School is responsible for sending the ICHE forms and/or MOAs to the appropriate campus committee for review, approval, and uploading to IU APPEAR. Note: At IUPUI the campus committee would be UAC and GAC. IUPUI SCHOOLS ARE RESPONSIBLE FOR SUBMITTING THE FORMS TO THE GAC. The GAC will not receive them otherwise and they will not move forward.   + Once in APPEAR, the MOA goes to the ALC, BoT, then to ICHE for review and approval. * ALC Consent Agenda – each month the IUPUI Graduate School sends the consent agenda collated by the Academic Leadership Council to the GAC members. It is very important that this document is reviewed by your schools because if there are objections to any proposals on it, this is the time to make the objections, otherwise the time to object passes. Share the consent agenda document with your deans or anyone else who may have a vested interest in the degrees being proposed. There are several campus members who sit on the ALC who can bring your objections to the council. * A quorum was not met to approve the November minutes and programs under review. A request for an electronic vote of approval will be sent out after this meeting with a November 29 deadline so that the proposals that need to move forward to their next level of approval can do so.   Information item:   * Administrative approval for corrections to the concentration in Interdisciplinary Public Health Studies in the School of Public Health. The GAC reviewed the original proposal on October 25, 2022. Four courses were mistakenly listed under the concentration courses when they were to be listed under electives.     Next Meeting and Adjournment (**January 24, 2023, 1:30 pm, Zoom**) | |  |