January 25, 2022 GAC Highlights

At-a-glance deadlines:

- Tuesday, February 1 – IU Grad CAS application updates for 2022-2023 CAS cycle
- Friday, February 4 – Adam W. Herbert Graduate Fellowship
- Friday, February 4 – John H. Edwards Fellowship
- Friday, February 11 – President’s Diversity Fellowship at IUPUI
- Friday, February 11 – WebAdmit transfer settings preparations
- Tuesday, February 15 – Outstanding Graduate & Professional Mentor Award nomination
- Wednesday, February 16 – University Fellowship nomination
- Friday, February 16 – IUPUI University Fellowships

Upcoming Events

- Tuesday, February 8 – PFFP Spring Orientation
- Monday, February 14 – “Share the Love” donation event
- Wednesday, February 16 – Grad Parent Network
- Thursday, February 17 – “What about Grad School?” Information Session
- Tuesday February 22 – Midday Mentoring Dialogues: Preparing an Effective CV

Associate Dean’s Report

MS Teams folders have been established with information on school authorship plans, and student leave. The GFC is expecting schools to establish student leave policies before the summer. We will be discussing student leave policies at our Feb. GAC meeting.

Please complete the survey from the Academic Programs Committee of the Graduate Faculty Council (GFC). The Council is trying to collect data on the use of W grades in professional and graduate programs.

The GFC reviews issues of concern to graduate and professional students and programs across all IU campuses, oversees the selection of students for prestigious awards and fellowships from the university, and develops policies and advocates for changes with the IU Faculty Council and campus administrations. The council can also advocate for changes to the IU Graduate School Bulletin. Elections for new council members will take place in late spring. Please share the slides on the GFC (see attached IU Graduate Faculty Council (GFC)) with our programs, and contact Dr. Dominique Galli (dgalli@iu.edu) if you would like more information.

ESL Tutoring Center is open to all IUPUI students and offers both in-person and Zoom sessions. We will talk more about this at our February GAC meeting. (See attached ESL Tutoring Center)

Assistant Dean’s Report

University Writing Center has weekly sessions Tuesday from 12-2pm in person at Cavanaugh Hall 427 and Thursday from 5-7pm via zoom. Students are welcome to join or drop in at any time.
PFFP will hold their Spring orientation Feb 8, 4-5pm on zoom (See attached PFFP Spring 2022 Orientation). We are also hosting a series of professional development workshops this semester with the Graduate Mentoring Center.

If your students or post docs are looking for professional development opportunities and ways to build their resumé our PFFP program is free and only requires a short application and letter of recommendation to get started. Apply here. Also, do remind them that they have access to LinkedIn Learning with videos on various topics.

On Valentine’s Day, Feb. 14th the graduate office will host a “share the love” event as a part of our campus ReBuilding Community grant. Students will be asked to donate clean, new or gently worn winter clothing items especially coats, hats, scarves etc. and pick up a new travel bottle, buttons and chocolate goodies while supplies last 11-1 and 4-5:30.

Our Graduate Parent Network, for graduate students who are parents continues to meet monthly and will meet Feb. 16th from 12-1pm via zoom. Register in advance for this meeting.

Save the date for Elite 50 on April 5th and Grad and Professional Student Appreciation Week April 4-8. If you are writing a letter of recommendation for a student, please get it in by Jan 30.

**IUPUI Graduate Mentoring Center**

January is National Mentoring Month, and we hope you find some activities to celebrate excellent mentoring. We are calling for nominations of our 4th annual IUPUI Graduate and Professional Student Mentor of the Year. (See attached 2022 Outstanding Graduate & Professional Mentor Award) Nominate an excellent mentor.

Our most recent award-winning Midday Mentoring Dialogues for professional and graduate students was held Thursday, January 27 from 4 to 5 on Zoom. Dr. Marilee Brooks-Gilles and Nathan Marquam from the IUPUI Writing Center presented “Thesis Writing: Getting started. They will share tips to get started on the thesis including planning the semester, engaging in daily writing, setting SMART goals, using productivity tools, connecting with a writing community, and finding campus resources.

Our next Midday Mentoring Dialogue session will be on Tuesday February 22, from 4-5 on Zoom. IUPUI Senior Academy faculty, including Dr. Marianne Wokeck will give a presentation on preparing an effective CV. RSVP here. (See attached Mid-Day Mentoring Dialogues)

We held a Zoom session of our Mentoring Dialogues for Faculty and Staff in collaboration with the Midwest Experiences in Mentoring Excellence, on January 6-7 and we had 25 people participate in this important training. We continue holding a Mentoring Dialogues for Faculty and Staff one day a month for one hour during the spring semester that covers the Entering Mentoring training from the National Research Mentoring Network (NRMN) and are listening to the expertise of some very excellent mentors at IUPUI and IUSM. Also, we will hold an in person Mentoring Dialogues for Faculty and Staff session in May after the semester ends. There will be more information coming.

We are updating our Graduate Mentoring Center website with many resources to help in our mentoring efforts. These include some of our recorded Midday Mentoring Dialogues presentations, best practices from other mentors at IUPUI, information on Webinars to attend on mentoring (NIH), and papers that
talk about how to mentor more effectively. We hope these resources will help Empower your Successful Mentoring Relationships.

**Graduate Office Report**

The Graduate admissions teams in the schools should be making needed modifications to their Winter 22 and Spring – Fall 23 admit term applications for the 22-23 application cycle in the Pre-Launch WebAdMIT portal. Deadline to submit applications is February 1st. Daily audits and instructions to help schools with this process are posted in the new [IU Graduate CAS Hub](#) (WebAdmit users have access to this). This is a very helpful tool for those responsible for many applications. You can view the 22-23 Cycle Kickoff meeting recording for details and deadlines. Transfer Settings preparation deadline is February 11th. This is required if programs want to use management tools created in WebAdmit during the next application cycle. View the webinar recording or slides for instructions.

With the uptick in international applications (up about 40%) there is a high-volume of Foreign Credential Analysis (FCA). The OIA staff are working overtime to keep up, but you should expect delays.

CRM Graduate Pillar Update – The Search and Screen committee for the Graduate Strategy CRM Business Analyst position in the Office of Enrollment Strategy & Insights is holding second round interviews. Mark Belloni, CRM Business Analyst in ESI who works with our graduate programs will be moving to a position in IU Studios. His last day working with us on the CRM will be Friday, February 4th.

Graduate School Students selected for the 2021-2022 IUPUI Chancellor’s Scholars Award:

- PhD Program: Gregory Grecco, dual MD/PhD student in the IUSM Medical Neuroscience program.
- Master’s Degree Program: Paula Rivera, December 2021 graduate of the MS in Mechanical Engineering in the School of Engineering and Technology.

**Committee Reports**

**Fellowship**

Upcoming Meetings

- February 3, review Block Grant submissions
- February 24, review Diversity and Queener nominees
- March 10, review University Fellowship nominees

The University Fellowship nomination deadline is extended to Wednesday, February 16th due to OIA Foreign Credential Analysis (FCA) backlog.

You can view the December 9 Fellowship Workshop Recording in Kaltura. Resources can be found in [MS Teams Folder Fall 21 Fellowship Workshop](#). Program representatives should have access. If they do not, email kr29@iupui.edu.

Upcoming Nomination Deadlines:
<table>
<thead>
<tr>
<th>Award Name</th>
<th>Deadline</th>
<th>School Eligibility</th>
<th>Student Eligibility</th>
<th>Nominated By</th>
<th>Submit Via</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adam W. Herbert Graduate Fellowship</td>
<td>Friday, February 4, 2022</td>
<td>IU</td>
<td>Incoming PhD or Master’s students in a science program who have graduated from an Historically Black Colleges and Universities (HBCU)</td>
<td>Department/School</td>
<td>UGS canvas site / For access and questions <a href="mailto:ugsawrd@indiana.edu">ugsawrd@indiana.edu</a>.</td>
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<tr>
<td>John H. Edwards Fellowship</td>
<td>Friday, February 4, 2022</td>
<td>IU/PU</td>
<td>PhD, EdD, M.D., J.D., M.F.A, M.A.T. students who have completed 24 credit hours by 2/2017</td>
<td>Department/School</td>
<td>UGS canvas site / For access and questions <a href="mailto:ugsawrd@indiana.edu">ugsawrd@indiana.edu</a>.</td>
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<tr>
<td>President’s Diversity Fellowship at IUPUI</td>
<td>Friday, February 11, 2022</td>
<td>IU/PU</td>
<td>Incoming underrepresented PhD students</td>
<td>Department/School</td>
<td>Grad Office Machform Questions – contact Katina <a href="mailto:reedyk@iu.edu">reedyk@iu.edu</a></td>
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<tr>
<td>IUPUI University Fellowships</td>
<td>Friday, February 16, 2022</td>
<td>IU/PU</td>
<td>Incoming PhD or Master’s students in research-based programs</td>
<td>Department/School</td>
<td>Grad Office Machform Questions – contact Katina <a href="mailto:reedyk@iu.edu">reedyk@iu.edu</a></td>
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**Graduate Recruitment Council**

We will be hosting four “What about Grad School?” Information Sessions this year for prospective students. The first one will be Thursday, February 17 from 4:30 – 5:30 p.m. via Zoom. [Prospective students’ registration.](#)

The first Graduate Recruitment Council meeting will be Thursday, February 17 from 2:30-4 p.m. via Zoom. Anyone with an interest in graduate student recruitment is invited to attend.

The following are attachments to the [date] Highlights:

- IU Graduate Faculty Council (GFC)
- ESL Tutoring Center
- PFFP Spring 2022 Orientation
- 2022 Outstanding Graduate & Professional Mentor Award
- Mid-Day Mentoring Dialogues
IU Graduate Faculty Council (GFC)

Presenter: Dominique M Galli, PhD
GFC, Chair

The GFC serves as an executive advisory body to the University Graduate School (UGS) on policy matters.
GFC Composition: Elected graduate faculty members across IU based on school groupings; deans of the UGS; IUB and IUPUI presidents of the Graduate and Professional Student Government

IUPUI Council Representatives

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<tr>
<th>IN-1</th>
<th>Medicine</th>
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<tbody>
<tr>
<td>IN-2</td>
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<tr>
<td>IN-3</td>
<td>Dentistry, Health &amp; Human Sciences, Nursing, Public Health</td>
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<tr>
<td>IN-4</td>
<td>Education, Social Work, Academic Affairs, Herron, Informatics &amp; Computing</td>
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<tr>
<td>IN-5</td>
<td>Business, Law, SPEA, Philanthropy, Library, IUPUC</td>
<td>1</td>
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<tr>
<td>IN-6</td>
<td>Science, E&amp;T</td>
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Charges:

• Provides guidance and enacts policy on matters of the graduate curriculum, admission standards, degree conferral and procedures for the administration of student programs.

• Provides general oversight of the academic quality and integrity of graduate programs.

• Advises the dean with respect to the standards of graduate work at IU and in awarding fellowships and grants-in-aid.
GFC Committees

- Executive
- Academic Policies
- Awards
- Diversity, Equity and Inclusion
- Graduate Initiatives
- Regional Campuses (ad hoc)
Executive Committee

• Determines strategic emphasis; issues specific charges to the other committees; sets monthly agenda

• Invites guest to GFC meetings:
  Dr. Carrol, VP Buxbaum, AVP Foley, Ms. Henry and Bunch
Academic Policy Committee

• Drafts recommendations to be enacted by the Council regarding development of new and review of existing academic policies and revisions to the IU Graduate Bulletin.

• Examples of past and ongoing initiatives:
  ➢ changes to transfer credit policy
  ➢ changes to Minor policy
  ➢ requiring a formal leave of absence policy
  ➢ review of W grade policy (ongoing)
  ➢ review of timelines for course revalidation (ongoing)
Awards Committee

Reviews applications for graduate student award competitions and recommends recipients
Diversity, Equity and Inclusion Committee

• Reviews the current state of diversity within the graduate and professional programs at IU and makes related recommendations.

• Ongoing initiatives:

- Collect disaggregated data from underrepresented groups related to application, admission, enrollment and retention by campus, school and/or program.
- Determine number of IU baccalaureates from underrepresented groups entering IU graduate and professional programs.
- Collect data on the number and size of fellowships and other support available at the department, school, campus and university level to recruit and retain underrepresented and underserved graduate and professional students.
Graduate Initiatives Committee

• Reviews current activities and proposes new initiatives for the UGS and the GFC (eg. new degrees or certificates)

• Updates the Constitution and Bylaws

• Examples of past and ongoing initiatives:
  ➢ review of financial wellness survey data
  ➢ institution of mandatory mentoring training (ongoing)
  ➢ establishment of graduate student mental health and wellbeing taskforce
Task Force Recommendations

• Establish mental health and wellness resources website to list IU-wide as well as campus-specific resources
• Provide training for faculty, staff and peers who work with graduate and professional students
• Increase staffing (counselors) to meet the need for mental health services
• Course syllabi: Include language on the availability of counseling services and campus/school resources
• Establish a standing graduate and professional student health taskforce to coordinate system- and campus-wide initiatives
Regional Campus Committee

• Established as *ad hoc* committee in 21/22
• Discuss issues specifically related to regional campuses
• Share best practices on issues unique to regional campuses
• Identify issues that need to be addressed by GFC

Ongoing: IU online collaborative graduate programs
Request

• Encourage your faculty to serve on the GFC when you receive a call for nominations. The GFC needs engaged and committed members. Meeting times are every 3rd Monday in the afternoon.

• Ask your elected GFC representative to share graduate program/policy/student issues in your school/program with the GFC.

• Encourage your graduate faculty to nominate students for the various university awards.
Resources

• https://graduatefacultycouncil.iu.edu/

• https://bulletins.iu.edu/iu/gradschool/2020-2021/index.shtml#2
TUTORING CENTER

Open to all IUPUI students!

ESL Tutors:

Diego Padilla & Heather Thomas
(Mornings) (Afternoons)

Monday 9:00am-12:00pm
Tuesday 9:00am-3:00pm
Wednesday 9:00am-3:00pm
Thursday 9:00am-2:00pm

☐ 45-minute sessions
☐ 1 session per student, per day
☐ Maximum 3 sessions per student, per week
☐ In-person or Zoom appointments available!

Location: CA 505
or through Zoom

Sign up for an appointment by email!

esltutor@iu.edu
esltutor@iupui.edu

NEED HELP WITH:
UNDERSTANDING ASSIGNMENTS?
GIVING A PRESENTATION?
GRAMMAR & SYNTAX?
PRONUNCIATION?
A READING ASSIGNMENT?
WRITING AN ESSAY?
PROFESSIONAL COMMUNICATION SKILLS?
INTERVIEW SKILLS?
STUDY SKILLS?
RESEARCH & INVESTIGATION?

CONTACT US!

ALWAYS HAVE YOUR ASSIGNMENT GUIDELINES WITH YOU!
Learn about the Preparing Future Faculty and Professionals program and how to become a PFFP Scholar at the

**PFFP SPRING 2022 ORIENTATION**

Presented by: Dr. Tabitha Hardy
Assistant Dean for Student Development and Academic Affairs
Director Preparing Future Faculty and Professionals

**Preparing Future Faculty and Professionals (PFFP)** engages current IUPUI graduate students and postdoctoral fellows in a full range of career options, responsibilities, and mentoring in academic and non-academic careers through year round programming.

Learn about the benefits of participating in the Preparing Future Faculty and Professionals program. Hear from former scholars about their experience and find out how you can become a PFFP Scholar.

**February 8, 2022**
04:00 PM to 05:00 PM
Zoom Meeting RSVP: go.iu.edu/4gzY
2022 Outstanding Graduate & Professional Mentor Award

2021 Mentor Award winner: Dr. Matthew Allen
Assistant Dean for Faculty Affairs and Professional Development,
Professor of Anatomy, Cell Biology & Physiology
IU School of Medicine

NOMINATE 2022's MENTOR HERE

The IUPUI Graduate Mentoring Center Outstanding Mentor Award is given to encourage and recognize outstanding mentoring of graduate and professional students and identify best practices for graduate mentoring at IUPUI. Nominees must be current or retired graduate faculty at IUPUI and all nominations must be completed by midnight February 15, 2022. The award will be presented during the Elite 50 celebration dinner.

Nomination deadline: February 15, 2022

To submit your nomination, please use the QR Code above or visit:
https://go.iu.edu/4fwb

THE GRADUATE MENTORING CENTER
THE UNIVERSITY GRADUATE SCHOOL
MID-DAY MENTORING DIALOGUES

Preparing an Effective CV

February 22nd: 4PM - 5PM | ZOOM

Presenters: Dr. Marianne S. Wokeck

Join our award winning discussions for Graduate and Professional Students!

Please scan the QR-code provided or use the link below to RSVP.

https://go.iu.edu/4h7G