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| Graduate Affairs Committee  Minutes | **Date: November 28, 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), Kathi Badertscher, Ryan Brewer, Lynn Dombrowski, Ray Haberski, Tabitha Hardy, Cleveland Hayes, Monica Henry, Brittney-Shea Herbert, Dawn Holder, Thomas Hurley, Amelia Hurt, Kathleen Kent, Hea-Won Kim, Mike Klemsz, Jiliang Li, Sara Lowe, Karl MacDorman, Jennifer Mahoney, Kyle Minor, Zachary Riley, Randall Roper, Anita Sale, Kelly Sumner, Jeff Wilson, Tom Wilson, Juan Yepes, Constantin Yiannoutsos; Staff: Dezra Despain | | |
| Guests: Mercedes Cannon, Director, Accessible Educational Services (AES); Natalie Albert, Assistant Director, Adaptive Educational Services (AES) | | |
| **Minutes** | | |
| Approval of the Minutes for October 27, 2023 Approved | | Blum |
| Dean's Report  A brief update on the IU and Purdue Vision 2024: Meetings between the two universities continue. IUPUI will handle the progressions and award degrees for Engineering & Technology as well as Computer Science through the end of summer 2024. It is important to encourage students enrolled to complete those academic programs by Spring or, at the latest, by Summer 2024. This is especially important for IU students enrolled in PhD minors from E&T or Computer Science, or any IU students that have opted to take Purdue certificates. Many Computer Science faculty have moved to Luddy, so it may be difficult for PU students to take the CS courses they need. We will continue to support the transition of the School of Science to the IU system.  Many of the undergraduate recruiters have been moved directly under the Division of Enrollment Management. This could affect graduate and professional recruiters as some of them also are undergrad recruiters. Please confirm with your school leadership if your graduate or professional recruitment is impacted.  Indiana University will launch Stellic, one of the nation’s most comprehensive online student success tools, in 2024, making it easier and faster for IU’s students across all campuses to plan their classes, track their progress toward degree completion and stay on track for on-time graduation. The online platform is one of the many ways IU has committed to student success as one of the three pillars of the IU 2030 Strategic Plan.  Dr. Tabitha Hardy provided an update on the diversity fellowships. She met with a graduate school Diversity Subcommittee to discuss the wording on the diversity fellowships to make sure they do not violate the SCOTUS ruling.  Dr. Blum added that after student’s are admitted, race and ethnicity can then be disclosed for any internal awards that may be available.  Dr. Cleveland Hayes wanted to go on record to say that this is problematic. He indicated that the silence from the university, and the silence from some of the people who make claims about diversity and equity, and the fact that we can't look at students from various groups because someone is all in their feelings about it is problematic.  Dr. Hardy responded that we are able to look at people from certain groups but that can’t be the only thing considered. She was in conversation with IU legal but didn’t get a satisfactory response from them, and guidance coming from the top has not happened. What we can do in the meantime is be good stewards and to be mindful of this situation. We want our programs to include and to admit diverse students into their programs. Conversations about holistic admissions have taken place and more will follow. IUPUI has traditionally set diversity as a priority and hopefully schools and programs will continue to keep diversity forefront in their admission goals.  Dr. Hayes disagrees but is respectful of the committee. He wanted his voice heard and included on record that he finds this problematic for students of color. | | Blum |
| Assistant Dean's Report  Dr. Hardy will attend Florida Undergraduate Research Conference Feb. 16-18th.  The annual Getting you into IU Indianapolis will be April 7th-9th. The application is now available with a March 1 deadline.  The 3 Minute Pitch (Master and Professional Students) Winners are:  Nithkia Sanghi, “ChatGPT-Friend or Foe,” from the School of Informatics, Computing, & Engineering was the 3MP Winner and People's Choice.  Festus Segun Ajiboye, “Technology: Possibility to Quick Detection,” from the School of Informatics, Computing, & Engineering was the 3MP Runner Up.  The 3 Minute Thesis winners are:  Soumilee Chaudhuri, “Heart & Brain Tango: Unmasking Alzheimer's Secrets,” from the School of Medicine was the 3MT Winner and People's Choice.  Ifeoma Akobi, “Burnout in the Nonprofit Sector” from the Lilly Family School of Philanthropy was the 3MT Runner Up.  If students or post docs are looking for professional development opportunities and ways to build their resume’s the PFFP program is free and only requires a short application and letter of recommendation to get started.  It is encouraged that the admissions committees develop and adapt a holistic approach to admitting students and application review. | | Hardy |
| Graduate Mentoring Center  Monthly Mentoring Dialogues for Graduate and Professional Students: Time Management will be held January 25, 4-5 pm, Zoom: Dr. Carolyn Gentle-Genitty will be the presenter.  Faculty and Staff mentoring dialogues will be January 3 and 4, 12-4 pm each day on Zoom.  Culturally Aware Mentor Training for those who have already completed the Faculty and Staff Mentoring Dialogues (Level 1 Mentor Training) will be January 3 and 4, 12-4 pm each day on Zoom.  If a School or Department would like to schedule mentor training or talk about how to include mentor training in a grant application, please contact Randall Roper. | | Roper |
| Graduate and Professional Student Government  Not in attendance | | Duffus |
| Graduate Office Reports Configuration Portal for the 24-25 application cycle is now open in WebAdMIT Prelaunch.  IU Grad CAS Day is Thursday, January 18th with Liaison, the graduate application vendor. Two sessions that may be of interest to GAC members: “AI 101: Aligning AI and your communications plans to assure enrollment” and “Shifting the institutional paradigm: is your campus student-ready?”  Fall grades must be submitted no later than December 21st. | | Henry |
| Committee Reports | |  |
| Fellowship Subcommittee Report  Fellowship Workshop is Thursday, December 7 at 2 pm  Block Grants are due Friday, December 15.  Gilliam Fellows Program is due December 7 (submit directly to HHMI - Howard Hughes Medical Institute) – A reminder was sent November 27.  Graduate School will pull eligible students for the Chancellor's Scholar Award in December. It is due January 26. | | Henry |
| Curriculum Subcommittee Report  The curriculum subcommittee reviewed 20 courses, of which six were course change requests and fourteen were new course requests. The committee approved sixteen of these courses and didn’t approve four.  The committee doesn’t meet in December and will pick up in January. Because of the weeklong holiday break at the end of December, Dezra will need to have courses in her workflow by December 22 for the courses to be on the January agenda. | | Klemsz |
| Graduate Recruitment Council Report  The GRC met in mid-November. Jennifer demonstrated the new Request for Information form that the Grad School and OIA have been working on with the CRM team. They are using this for recruiting events to collect prospective student information and then communicate with them using the CRM. Jennifer also shared a Graduate Recruitment Toolkit that was created with the CRM team and University Communications and Marketing to aid graduate program representatives with their communication to prospective students.  The 2024 dates for Graduate Recruitment Council meetings are Jan 25, March 20, June – Recruiter’s Workshop (Date TBD, No GRC meeting), July 18, September – Graduate Expo (Date TBD, No GRC meeting), October 22, and November 21 | | Mahoney |
| 2:15 p.m. Mercedes Cannon, director, Accessible Educational Services (AES) will give a brief presentation on AES and will update us on recent initiatives. With her is Natalie Albert, assistant director of AES.  Adaptive Educational Services has been renamed Accessible Educational Services.  AES has been focusing on three areas: Accommodation Request Form, intake meeting, and implementation of approved accommodations.  Accommodate is the new case management software platform implemented in 2018. Student can access the form from the AES home page. The form asks for information that will help determine if the student qualifies and what services the student might need. Once the student is approved, the second step is to meet with the student to better evaluate their needs, and the third step is to make sure the accommodations are implemented appropriately. The accommodation platform is built within a portal where the students may interact with AES and make additional accommodations or seek guidance. Typical Accommodation requests are: Extra time for quizzes/exams, distraction reduced environment, note-taking software, closed captioning, ASL interpreters. Case files and documentation is kept in one place on Accommodate.  Other AES initiatives: evaluating their mission and vision to make sure it aligns with their name change and with DEI’s initiatives, and how the IU split will impact students. They will create a student survey that will help them know how their services are helping students and how they can adjust to meet their needs. AES will build relationships with their stakeholders by participating in communities and conducting presentations. They want to encourage a feeling of belonging across campus for students with disability and accessibility concerns.  AES is open to invitations to orientations so they can share the services they provide. They ask that class syllabi include information about AES (which it is because it is a curriculum subcommittee requirement).  Questions from the committee:   * How long does it take for students to be fully integrated into Accommodate?   From the time the student fills out the Accommodate Form, it takes about 3-5 days.   * Does the testing facility have a cap limit during days?   The testing lab currently seats 12 students. They have one private testing room, but since they are located in the library, they can reserve additional space as needed. The main issue, though, is the office hours. Exams need to end by 8 pm.   * Are the trends in neuro-divergence rising, or have they stabilized?   Mental health diagnosis has risen since the onset of COVID-19 but is now stabilized.  It was commented that international students feel more comfortable talking about their mental health now that they are in a place that doesn’t stigmatize it as much as the country they came from. | |  |
| Discussion:   * Kelly Sumner: OIA updates on no-drop enrollment monitor   The Federal Government requires students on a F1 or J1 visa must maintain full-time enrollment. A code will be added to the student’s account that will track their enrollment. If a student drops below full-time enrollment after the first 30 days of the semester without getting OIA approval, OIA will be notified.   * School Student leave plans – due to the Graduate School December 1, 2023 (date extended into January)   Please submit your student leave of absence plans to us by the next GAC. Templates are available in MS Teams. Having a student leave of absence for your School will set boundaries as to what your school will offer in the event a universal leave of absence is created.   * Group discussion on Herbert Fellowship deadline   Bloomington moved the application date up to January 26, which is more than a month earlier. This potentially conflicts with the timeframe for reviewing and accepting applicants. Discussion about the logistics of this deadline is ongoing, though nothing can be done to change it this year.   * Holistic review – tips and suggestions   One tip is to do virtual interviews. This can be done to conserve funds while also allowing programs to learn more about the student; understanding their backgrounds and life’s experiences, discover what has shaped them, learn about their culture and the richness they could bring to IUPUI.  Dropping the GRE requirement can open more opportunities for a broader spectrum of students. The GRE doesn’t indicate whether a student is success in graduate school. | | Blum |
| Program Review   * New PhD minor in Neurobiology from the Department of Biology in the School of Science - approved   Consent Agenda – all approved   * New specialization in Health Sciences Librarianship from the Luddy School of Informatics, Computing, & Engineering * New PhD minor in Statistics for Social and Behavioral Sciences in the Psychology Department of the School of Science * Changes to the credit hours in the Master of Health Administration (MHA) from the Fairbanks School of Public Health * Changes to the credit hours in the Master of Health Administration (MHA) and Master of Public Health (MPH) dual degree from the Fairbanks School of Public Health * Changes to the curriculum in the MS in Anatomy, Cell Biology, and Physiology, Translational Biomedical Research Track program in the School of Medicine * Changes to the curriculum in the MS in Anatomy, Cell Biology, and Physiology, Clinical Anatomy & Physiology Track program in the School of Medicine * Changes to the Doctorate in Nutrition and Dietetics in the School of Health & Human Sciences * Changes to the MS in Nutrition and Dietetics in the School of Health & Human Sciences * Changes to the Dietetic Internship Certificate in the School of Health & Human Sciences * Changes to the curriculum in the graduate certificate in Dental Informatics in the School of Dentistry * Request to Eliminate GRE Requirement for the Ph.D. in Data Science in the Luddy School of Informatics, Computing, and Engineering * Request to Eliminate GRE Requirement for the Ph.D. in Informatics in the Luddy School of Informatics, Computing, and Engineering | | Blum |
| Next Meeting and Adjournment (**January 23, 2024, 1:30 pm, Zoom**) | |  |