

**Graduate Affairs Committee
Minutes
November 22, 2011**

Present: David Peters, George Edwards, Dave Skalnik, Craig McDaniel, Johnathan Tune, Dan Drew, Oliver Chen, Dominique Galli, Michael Kowolik, Ann O'Bryan, Sherry Queener, Toby Swick, Davide Bolchini, Pat Ebright, Margaret Adamek, Britney-Shea Herbert

Staff: NaShara Mitchell, Sue Wheeler & Beth Young

Approval of Minutes – Dr. Sherry Queener

Email: Beth Young ejmoody at iupui dot edu

Associate Dean's Report – Dr. Sherry Queener

Dr. Queener mentioned a listserv conversation that has been going on with some of the Council of Graduate Schools members about recruiting. Comments have been made about different ways to recruit students since numbers seemed to have dropped in the past couple years.

Our Master counts are up 61 heads from 2010 to 2011 and our PhD count is up by 69 heads.

Dr. Queener did note that SLIS is down 81 heads and Education is down 61 heads.

She asked the GAC if they had any ideas on incentives (University Fellowships?), recruitment strategies, etc.

Assistant Dean's Report – Ms. NaShara Mitchell

Ms. Mitchell shared that there was 86 in attendance for this semester's Preparing Future Faculty (PFF) event. She also shared that in the Spring semester there will be an event for Preparing Future Professionals (PFP) on Friday, March 24th. She also noted that a PFF event will always happen in the Fall semester and the PFP event will always happen in the Spring. Another event that will happen in January is called Not a Retreat, But a Forward, which will help students prepare for life after a graduate degree.

Summer Research Opportunities are around the corner. If you have summer research or post-doc opportunities, please email the Graduate Office at gradoff@iupui.edu or let NaShara Mitchell know.

Getting You Into IUPUI tentative date has been set for October 7th-10th.

Graduate Office Report – Dr. Sherry Queener

The Conference Room is open & holds 16 people.

Office Holiday Hours: Closed at 3pm on Wednesday, November 23rd and will reopen Monday, November 28th.

Holiday Break: Closed on Friday, December 23rd – Reopen Tuesday, January 3rd.

Committee Business

Curriculum Subcommittee – Ms. Beth Young

Next meeting is on January 17th.

Fellowship Subcommittee – Dr. Sherry Queener

The Fellowship Subcommittee met with EVC Uday Sukhatme and he promised \$100,000 extra to fund 2nd year fellowships, an additional \$100,000 to fund a certain kind of TAs and \$30,000 more to add to the terminal masters & PhD funding of their fellowships. Dr. Queener will have to write proposals in order to officially receive this money and that is the materials Dr. Queener dispersed to the GAC in the past couple weeks.

These additional funds are a pilot to see if this can work for our students & faculty.

Graduate Recruitment Council – Ms. Sue Wheeler & Ms. Beth Young

A recent event includes the Part-Time Evening Showcase that is held at the Indianapolis Artsgarden. We had about 15-20 people stop by during their lunch breaks. The GRC is always looking for ways to connect with working professionals & are currently looking into an evening/after work event for the spring.

Strategizing for Success Recruiter's Workshop – We have 18 have signed up so far & our goal is to have a representative from each graduate program able to attend. This is a way for colleagues to share ideas across campus in regards to graduate recruitment and also make our office aware of how we can help others across campus.

Graduate School Boot Camp – December 15th – IUPUI Campus Center

At this *all day* event, students will have the opportunity to learn about many different topics concerning graduate school admissions including: Personal Statements, Letters of Recommendation, , Funding Opportunities, Professionalism, & a Chat with Faculty.

Program Review – Dr. Sherry Queener

- MS in Translational Science: Track 2 for the Basic Scientist and Engineer
 - Electronic vote in January
- Oral & Maxillofacial Surgery Proposal
 - Electronic vote in January

Discussion

Old Business

Next Meeting

January 24, 2012 in UL 1126

Meeting adjourned at 2:32 pm