**Present:** Margaret Adamek, Oliver Chen, Fred DiCamilla, Bob Dittmer, Charlie Feldhaus, Philip Goff, Andrew Hsu, Andrew Kaleth, Michael Kowolik, Jane Lambert, Joyce Mac Kinnon, Jim Murphy, Jackie O'Palka, Matthew Palakal, Dan Pesut, Sherry Queener, Simon Rhodes, Sherry Sims, Tony Stamatoplos James Wimbush & Marianne Wokeck

**Staff:** David Koerner, Sue Wheeler & Beth Young

**Guests:** Ingrid Toschlog

**Approval of Minutes – Dr. Sherry Queener**

**Email:** Beth Young: ejmoody at iupui dot edu

**IU Dean's Report – Dr. James Wimbush**

Graduate Council Meeting is moving along well. Their next meeting is Monday, February 1st from 3:30-5pm.

Dean Wimbush attended the Council of Graduate Schools Meeting at the end of 2009. He noted that there was an update from ETS on the GRE revisions. The new GRE test will be implemented in August 2011 instead of 2010. This will give ETS time to prepare schools for the new setup for GRE and gives schools time to prepare on how to interpret the new tests scores and to communicate this to their departments.

IU Graduate School & Office of Research Administration in Indianapolis have worked together on a NSF grant last fall, which is still pending.  Since they haven't been notified about receiving the grant, they are already preparing to resubmit by the April 7th submission deadline. This grant will be beneficial for both the IUPUI and IU-Bloomington campuses.

Dean Wimbush has also been talking with Kody Varahramyan & Katherine Wilson about future collaborations with CRL & the Office of Research Administration to find other grants to benefits the campuses.

Dean Wimbush shared that IUGS is tracking application data & it looks promising. He hopes to have more data later this spring.

IUGS & IUPUI Grad Office have both been able to absorb most of the budget cuts and both are looking for ways to generate revenue & be more efficient.

**Associate Dean's Report – Dr. Sherry Queener**

Uday Sukhatme has called together a Graduate Education Task Force to look at the experience of Graduate Education at IUPUI. Uday Sukhatme asked the Visiting Fellow & Administrator John Omachonu to be a part of this Task Force as well. Dean Sukhatme felt like Dr. Omachonu could bring a new perspective on Graduate Education and how we collect data, looking at current information, & assist with coming to conclusions.

Dr. Queener recommended that the committee look at the Office of Information Management and Institutional Research (IMIR) site to see admissions, applications, & enrollments data.  IMIR Link: http://imir.iupui.edu/

A topic Dr. Queener would like to revisit concerns enrollment figures for Master's programs that vary depending upon the source of the data. Dr. Queener would like to discuss at a later meeting ways to approach this issue. This discussion will include consideration of how class enrollment may underestimate faculty work in a graduate program as well as how to determine possible ways to reflect student association with a program.

The upcoming Accreditation is linked to assessment. Dr. Queener has had extensive conversations with Trudy Banta about this requirement. The most recent email from Dr. Banta has said that all academic programs need to have stated outcomes, means of assessing outcomes, and evidence that assessment data is used in directing program improvement.

NSF auditors visited in November, looking over the AGEP Grant Program. They visited both Bloomington and IUPUI during that time. The visit to Indiana was part of a national assessment of AGEP.

**Graduate Office Report – Mr. David Koerner**

The current online application vendor will be gone by this summer. David is currently working with the new developer so they may begin services in July 2010. Part of that application will go to eDocs so instead of sending papers to the Graduate Office, departments will be able to send it electronically through the eDoc system. It is modeled after the new undergraduate application along w/ some new features including a copy function for students who want to apply to multiple graduate programs. The Graduate Office will be holding informational & instructional meetings for the departments later in the Spring/Early Summer.

An IUB form was distributed as a guide for developing an IUPUI version for departments to use with students when making offers for academic appointment so it is clearer for the student, easier for the faculty, and more consistent for the institution.

**GSO Report – Mr. David Koerner**

CANned Short Film Festival was last week (1/21/2010), which had a great turnout. Graduate & Professionals students were asked to bring canned goods to donate to Gleaners Food Bank.

**Committee Business**
*Curriculum Subcommittee – Dr. Jackie O'Palka*

The committee reviewed 41 new course & course changes last week (1/20/2010).

*Fellowship Subcommittee – Mr. David Koerner*

The Fellowship Committee has awarded the final semester support fellowship. Those letters went out Monday, January 25th. The University Fellowship Application is up on the GAC website under Resources and the deadline is February 22nd.

**Program Review – Dr. Sherry Queener**

- PhD Minor in Cardiovascular Sciences – *Approved*

**Discussion**
- Emerging Scholars Board
  - A PhD student in Social Work shared the idea of wanting to find a way to facilitate networking between graduate students & faculty.
  - Possibly websites mentioned:
    - OnCourse
    - Epsilon –This site is voluntary & available to anyone.

- Community of Science site
    - It was also suggested that this idea be shared with the GSO
- Credit Card Convenience Fee – To begin August 1st, 2010. Credit card convenience fee to be charged to any students on their student account using a credit or debit card. IU – Bloomington has been charging convenience fee for the past 2 years. For more information and FAQs visit their website: osas.iupui.edu
- Remonstrance
    - Should there be a general set of rules?  The consensus was that the process remain individualized.
    - Should there be a publishing timeline or an internal timeline to help prevent courses from being held up for too long in the process?  The consensus was that a time limit might help move courses along.

**Old Business**

- Update on program approvals

**Next Meeting**
February 23rd, 2010