

<h1>Graduate Affairs Committee</h1> <h2>Minutes</h2>	<p>Date: January 27, 2015 Time: 1:30 – 3:00 p.m. Location: UL 1126</p>	
Meeting called by: Dr. Janice Blum		
Attendees:		
<p>Janice Blum (Chair), Margaret Adamek, Amanda Kay Cecil substituting for Rafael Bahamonde, Randy Brutkiewicz, Susan Cauble, Gabriel Chu, Thomas Davis, Patricia Ebright, Charlie Feldhaus, Richard Gregory, Monica Henry, Karl MacDorman, Jennifer Mahoney, Deborah McGregor, NaShara Mitchell, Jacquelynn O’Palka, Kristi Palmer, David Peters, Randall Roper, David Skalnik, Jody Sundt, Andrew Winship, Constantin Yiannoutsos; Staff: Dezra Despain</p>		
Guest: Jason Spratt, Dean of Students, Dr. James Gladden, Dean		
<h2>Agenda</h2>		
Approval of the Minutes for November 25, 2014 with corrections to the Queener Award –Approved	Blum	
<p>IU Dean's Report Not in attendance</p>	Wimbush	
<p>Purdue University Report Not in attendance</p>	Story	
<p>Discussion</p> <ul style="list-style-type: none"> Dean of Student's Role; Jason Spratt, Dean of Students <p>Jason leads the Behavioral Consultation Team, a campus-wide team that provides consultation, makes recommendations for action, and coordinates campus resources in response to reports of disruptive or concerning behavior displayed by students, staff, or faculty. His role as Dean of Students has been to serve as one of the senior administrator in the Division of Student Affairs. He advises both the Undergraduate Student Government and the Graduate and Professional Student Government where he works with Anthony Greco. He also has worked closely with the Graduate School in regards to student conduct.</p> <p>Ever since 2011, many are getting involved with Title IX Violence Against Women’s Act. Our University looks at how we address and handle sexual misconduct. Over the years, the Dean of Students has worked closely with the Graduate School, but now there will be a shift of the conduct responsibilities. The University has made a decision that any sexual misconduct, including domestic violence, will be handled by one central place, the Office of Student Conduct.</p> <p>We have seen an increase in reports on this subject, and because of this the Dean of Students’ role in the conduct system has evolved. Before the Code of Conduct was approved by Faculty Council last May, the Dean of Students didn't have a role in that process. Now, the process has become much more fair and equitable. Charges are no longer levied right at the beginning, instead this new role allows for an investigation of a violation. This means that a student who has done nothing wrong or has been found not charged will not have a record.</p> <p>Where the Dean of Students plays the most critical role in student conduct is when there's an instance where a student poses a significant risk to the campus. The Dean of Students can add an interim suspension, where students are not removed from record as a student, but where they are told they cannot come onto campus until the investigation is completed.</p> <p>In the past, the person in the role of Director of Student Conduct served as judge, jury, and executioner, because they not only issued the interim suspension, they also placed the charge, and they were the ones who heard any appeals. Now, the Dean of Students can look at the file and determine if an interim suspension is needed, and can place it if so. The interim suspension is placed, the investigation continues, and a final determination is made. When the interim suspension is placed, the student can appeal within three (3) days, submitting documentation as to why it should be removed, or why it should be modified.</p> <p>The Dean of Students stays out of the due process until towards the very end so he can be a neutral party. The Dean of Students won't know the cases coming forward unless they are interim suspensions. Title IX has changed the US Dept. of Education Dear Colleague letter. It used to be that the person brought forward on potential misconduct only had the ability to appeal, but now the same rights are provided to the complainant. The committee that came together to review the Code of Conduct procedures have made it better for all involved. Our processes were taken to Washington D. C. as best practices in regards to Title IX and sexual misconduct. On February 6, from 9-11 in the Campus Center CE 409 there will be a town hall type meeting. Please come.</p>		

<p>Dr. Blum wanted to remind everyone that there is a student advocate. If you come to the Graduate Office with student misconduct issues, we will refer you to the Office of Student Conduct and the Dean of Students office. The Graduate School's goal is not to be judge; we may get appeals and such but we let the Office of Student Conduct and the Dean of Students do the investigations and decisions.</p> <p>Jason requested that any academic dishonesty issue or academic misconduct be sent to them so they can keep a record. Some schools share that information, but others don't. Their office can serve as a clearing house for these situations. They can follow up with the students to reinforce the seriousness of the problem.</p> <p>Graduate student issues are not as common as undergraduate issues. Most of the problems are alcohol-related, particularly underage drinking. Where the graduate students fall into trouble is with Title IX and relationships. Charlie Feldhaus mentioned that Jason came to Teaching Leadership and Communication (TLC) and gave a wonderful presentation. It was well-done and informative and gave him a better picture of the resources available.</p> <p>Andrew Winship asked who's in charge of running the investigation.</p> <p>Jason said that they are trying to grow the Office of Student Conduct. Currently they have two people in the office. One person can do the preliminary investigation and make the charge. If there is an appeal, then it goes to the University's Hearing Commission made up of 12 faculty members, 12 student affairs administrators appointed by the Dean of Students office, and 12 students who are part of the judicial branch of student government. Because the other person from the office was not initially involved in the case, that person can help prepare the students for the hearing.</p> <p>Andrew also asked what happens if social media or emails go outside the IUPUI campus into the community. How does it work when the community is involved?</p> <p>In these situations, please reach out to the Office of Student Conducting or the Dean of Students. If they are representing IUPUI, we can investigate if necessary.</p> <p>Karl MacDorman asked what happens when students violate the same issue across different schools.</p> <p>Jason explained that the Faculty Council continues to look at the academic misconduct process to address issues like this. In the meantime, reach out to the Office of Student Conduct and ask if this has happened elsewhere.</p>	
<p>Associate Dean's Report</p> <p>The Graduate School had their meeting January 5th with IUPUI administration; we don't have a budget yet. We sent out the block grants award letters. This year we did not supply a lot of specific comments in the report. This is a transition year because we have changed the format of the block grant. In the letters it indicates that you can speak with the members of the fellowship committee who represent your schools. A list has been provided of the Fellowship and Curriculum committee members.</p> <p>Overall on campus we have had a 1.7% increase in our total number of PhD and Master candidates. There was a 3.4% increase in fulltime students that are enrolled and a 3.5% increase in number for PhDs. Professional student increase is lower, closer to 2%.</p> <p>We are working closely with OIA. There is a lot of interest in developing graduate and professional programs with overseas partners. What we have asked of OIA is to let us see these proposals before they reach the GAC so that we can give advice or guidance. There is a committee that sees these programs before we do, the Offshores Program and International Affiliations committee. They look to see if they are compliant with international agreement. What they don't do is look to see if they comply with the graduate school or the institutional rules, which means proposals still need to come to us.</p>	Blum
<p>Assistant Dean's Report</p> <p>This year we were reclassified with Carnegie Community Engagement Classification. This was based on what we doing at IUPUI to discuss and implement service learning and service education both in the curriculum as well as how we evaluate and discuss it from the faculty perspective. We are one of 361 institutions to hold this designation. If your class uses community or service learning engagement, add the indicators so that when we do searches on student service for future reports, we can find the information much easier. If there is something specific on service in your discipline related to the faculty tenure, promotion and the review process, make sure you provide documentation. Also highlight it, because granting institutions are looking to it as well. Highlight curriculum and co-curricular activities because this is something we want to continue doing as it relates to the principles of graduate student learning.</p> <p>Our Underrepresented Minority (URM) numbers are steadily increasing since 2010. We have gone from 220 to 296 which is a small but steady increase.</p> <p>Recruitment fellowship and faculty exchanges for research, collaboration, and recruitment are available. The faculty and staff from Florida A&M are coming here, and in April we will take a cohort down there. Over the course of 2 weeks we will have 6 days of intensive interaction and engagement across various disciplines;</p>	Mitchell

<p>faculty from chemistry, biology, SPEA, and computer science will be going. There are funds available to help with the research collaboration and recruitment opportunities through the President’s Diversity Initiative.</p> <p>The PFFP program plan will be released on February 1. We have a new graduate assistant to help with this; he has had faculty experience in multiple campus styles. Writing Group starts 1st week of February.</p> <p>The second graduate assistant we were able to hire will help with another President’s Diversity Initiative and also with the inclusion of our new graduate mentoring center. He will help with graduate student funding. We have always had grad grant writing workshops and now we have one dedicated person to help with research, writing, and providing other resources for graduate funding.</p> <p>Kerry Ann Rockquemore from National Center for Faculty Development and Diversity (NCFDD) will be here on February 5 from 9:00-12:00 in the Campus CE 450 for a workshop on Tenure and Time Management.</p> <p>We have loaded as many of you as possible into NCFDD. If you haven’t been receiving information please contact us.</p> <p>Michelle Alexander from the IUNW campus is the author of the book, The New Jim Crow: Mass Incarceration in the Age of Colorblindness. She is being live-streamed today in Inlow Hall IH 391 at the Law School from 3:00-5:00pm.</p> <p>Janice Blum mentioned that with PFFP we get a lot of students interested in teaching. If you have contacts with outside schools such as Butler, the University of Indianapolis, or other campuses who might want to have these students come in and do a lecture, please contact us.</p>	
<p>Graduate and Professional Student Government Not in attendance</p>	<p>Greco</p>
<p>Graduate Office Report</p> <p>We are hiring a new administrative assistant. Marilyn will be moving into an assistant recorder role. We are also moving student progression hard copy forms into eDocs, our most recent being the defense announcement and nomination to research committee.</p> <p>Please post grades on time. Students can be held up because of this.</p> <p>Purdue is moving away from Apply Yourself to a program called Slate for their online applications. It will launch July 1st.</p>	<p>Henry</p>
<p>Committee Reports</p>	
<p>Curriculum Subcommittee Report</p> <p>We have a co-chair, Dr. Michael Klemsz. We also have three new committee members Tracy Magee from School of Nursing, Tony Kaleth from Kinesiology, and Andrew Winship from Herron. We meet on the 3rd Tuesday of the month with the exception of December, June, July, and August. If you get your submissions a week before, we should be able to review them.</p> <p>We got through 20 new courses and 3 course changes.</p>	<p>O’Palka</p>
<p>Fellowship Subcommittee Report</p> <p>The Block Grant award went out yesterday and a call for University Fellowship went out Friday and is due February 28. Also a call for the Presidents Diversity Recruitments Initiative award, which is a multi-year award went out Monday. The Queener Award will go out this week. Student Travel Fellowship deadline is coming up on February 14.</p>	<p>Henry</p>
<p>Graduate Recruitment Council Report</p> <p>The GRC met Jan 22. We’re meeting quarterly in order to make it more efficient and to boost attendance.</p> <p>The recruiter’s workshop is April 22. We are bringing in Noel Levitz, which is a higher education consultant company. They will be doing 4 hours of a full day workshop. The other workshops will be with OIA, with GRE, and discussion about a list purchase.</p> <p>Network of Indy Colleges has education fairs at area companies; the next one coming up is at the Indiana State Government on February 19.</p>	<p>Mahoney</p>
<p>Program Review</p> <ul style="list-style-type: none"> • Dual degree: BS in Biology/MS in Bioinformatics –Approved contingent upon removal of the list of minimum undergraduate grades from the School of Science. <p>This is 5 year integrated/accelerated program with the BS coming from Purdue and the MS is with IU. The program requires a total of 146 credits as opposed to 156 credits, of which 12 credits are shared during the senior year with enrolled undergraduate students taking these graduate level Informatics courses. This MS does not fall under the UGS. Bloomington prefers these types of dual degrees to be called accelerated but several programs at IUPUI have already come through Informatics that are called integrated. There are other programs on campus</p>	<p>Blum</p>

that are similar. Recommendations from the reviewer is overall favorable but they suggested that programs be more vigorous in trying to recruit undergraduates earlier in their education. The focus in the proposal reaches out to Juniors, but could reach out to Freshmen and Sophomores to make it more marketable

One concern is whether Purdue will accept IU credits for the undergraduate studies?

There is a “crosswalk” that allows IU courses to be given Purdue credit. Karl MacDorman mentioned that CIT (a Purdue undergraduate degree) requires their students to take Informatics courses, so there is something in place to allow this.

Andrew Winship said that if you’re calling something a top notch program shouldn’t the required minimum grades be higher?

Margaret Adamak noted that on page 12 it says that you must have a minimum of B- in the MS program. Karl said that is true, but Janice Blum said it’s the undergraduate grades that are low. She suggested leaving the grades off the document. Karl indicated that they could change that.

Moved to approve with the grades removed.

- Track: MS Event Tourism: Sport Event Tourism Approved

This is a new concentration in Sports Event Tourism with a MS in Event Tourism. This is different from other similar programs in that it focuses on sports management and events. The only recommendation is that they provide letters from companies involved to strengthen the application.

Amanda Cecil indicated that obtaining the letters will be no problem.

Randall Roper had a question on the table on page 4. It says there are 18 credit hours but there are only 15 listed.

Amanda Cecil said they’ll correct it to 15.

Discussion, cont.

- AP Course Issue

We need to accept AP courses as credit towards their undergraduate degree. Some schools were questioning if students had taken advanced placement and not a formal college course, whether that would impact admission to their graduate or professional program. The State mandates we need to accept these AP classes.

- Evaluating Students with Western Governors’ University Credits

Discussion began with a comment that they have separated the teaching from the evaluation. One instructor teaches the course, another evaluates the student. It is competency based, meaning that the education is based in Real-World competencies http://indiana.wgu.edu/about_WGU_indiana/competency_based_approach.

Jackie O’Palka said WGU students are applying for our graduate professional programs. We have 3-5 times the number of students applying to the number we can accept. So the initial screen is to rank the GPA’s however WGU doesn’t assign grades.

Patricia Ebright said they had WGU come talk to them about this no grade issue and what WGU said is that you can assume that if students pass they are getting a B, which is too low in a competitive market. Patricia told them they were disadvantaging their bright students.

Tom Davis said WGU is not only competency-based, but they won’t share the rubric they use for judging competency. It’s proprietary.

Andrew Winship mentioned that this isn’t our issue to solve. In art, it’s competency pass/fail, but at the time of enrollment the students can have their P/F changed to a grade.

Janice Blum said that we will need to monitor the number of these types of students applying to graduate school and if they continue to grow, then we may need to invite WGU in to have a discussion with them. Students have been told that their degree will be valuable to have, but then are stymied at the next step because a graduate or a professional program may not be able to evaluate their accomplishments or criteria for the degree.

- Thesis Review and Plagiarism

We have had questions about whether the graduate school looks for plagiarism; the Graduate School leaves this to individual schools. Please remind your thesis and student advisory committees to check for plagiarism. Within the Graduate School we are trying to streamline our internal processes to get the graduate degrees entered and awarded. If we have to commit time to running plagiarism software to check each thesis, this will significantly slow down our efforts to process degrees within the Graduate School Office.

David Skalnik mentioned that Purdue requires it. Dr. Blum said that IU does not require it, but it is highly recommended.

- Trends in Online Graduate and Professional Course Enrollment

There’s a search for new Associate Vice Chancellor for Enrollment Management. This committee has some impact on the Graduate School, but mostly with undergraduate. They are looking at various trends and asked if you foresaw in your schools an increase in online graduate and/or professional enrollment or a development of increased online courses. Please let Dr. Blum know about the increase in online enrollment.

Margaret Adamak said they have an online degree that has increased enrollment. Karl MacDorman said they have a number of online graduate certificates. The MLS online has seen a great increase in the past year. Jody Sundt indicated they have an online certificate in Homeland Security that is growing fast. There is a move to bring the Criminal Justice masters to online, but IUB might oppose the move because Criminal Justice is in their College of Arts and Science. Charlie Feldhaus said the School of Engineering and Technology's Technology Leadership and Communication (TLC) just got a Human Resource Development (HRD) certificate approved, and although it's not advertised as online, all the courses are available online. All new courses in TLC will have an online component. Deborah McGregor said that historically Law had virtually no online courses because of the American Bar Association's standards, but that's changing. Along with IU's online initiative and some of the standards being changed, they could go from 2% to 12% by January 2016.

Dr. Blum said that the Enrollment management Office for undergraduate students is tracking this kind of information, but we aren't. Enrollment Management is shaping some financial decisions and the administration is focused on metric. Hearing about these kinds of increases in online will help us to bring funds into the graduate school, and also will help you to grow your programs. She would encourage you to start taking note of the online course enrollment and let her know what you find.

- Faculty Enrollment within their Graduate School Programs

Informational item. If this is a concern or issue, we can provide comments and research we did with regards to this. We don't have a campus policy on faculty enrollment within their graduate school programs, however such enrollment policies are open to many potential conflicts of interest. The IUPUI Graduate Office did assist in the development of a policy for one school on campus. We are pleased to share that with you if you are interested.

- Tracking Graduate and Professional Student Success and Outcomes

Academic Analytics is a program that IU has invested in and it allows your dean to look at individual departments and faculty in terms of publication and grants. It's a commercial firm that looks at and compares you to similar departments at other institutions. It provides predominantly metrics about faculty. It can also track graduate students who have gone on to research-intensive institutions career-wise.

However, a lot of our graduate students have gone into industry or other fields where they may not be publishing, but where they are extremely successful.

How are you keeping track of your graduate students?

During this discussion, committee members offered that they keep track of them through their Career Services department. It can be very time consuming. Some ways of reaching them are through emails, phone calls, LinkedIn, website forms.

This information will eventually be asked of the schools in reports. The Graduate School is looking at a couple of options, such as using LinkedIn to get this information.

Fellowships and block grants among other forms of funding are based in part on these metrics. If schools, graduate and professional programs can show increases in student success, this may translate to increased support.

- Committee Members Roster

A memo with the Fellowship Committee and Curriculum Committee members was passed out.

Old Business

- Life Sciences Minor – approved via electronic vote
- The Ph.D. in Biostatistics transfer from School of Science/Medicine to the School of Public Health was sent to the ALC in December.

Next Meeting and Adjournment

February 24, 1:30-3:00 pm, UL 1126