Graduate Affairs Committee
Minutes
November 23, 2010

Present: Beth Berghoff, Ben Boukai, Oliver Chen, Michael Kowolik, Kathy Johnson, Craig McDaniel, Razi Nalim, Jackie O'Palka, Mathew Palakal, Fred Pavalok, David Peters, Sherry Queener, Brittney Shea-Herbert, & Toby Swick

Staff: David Koerner & Sue Wheeler

Guests: Kathy Compton, Gary Felsten, Mark Payne, Carrie Hansel & He Feng

Approval of Minutes – Dr. Sherry Queener

Email: Beth Young ejmoody at iupui dot edu

Associate Dean's Report – Dr. Sherry Queener

The Indiana University Undergraduate Research Conference (IUURC), hosted this year by the IUPUI Graduate Office, took place last Friday in the Campus Center. Seventeen undergraduate students attended from various IU campuses across the state and shared a poster presentation about research projects they have been working on over the academic year.

We are in the last stage of the Assistant Dean search for the IUPUI Graduate Office. A decision has been made on who it will be, but the office is awaiting permission on the salary offer. We hope to announce the new Assistant Dean in the near future.

Fred Pavalko shared that there is an upcoming meeting for the oversight committee for Preparing Future Faculty (PFF) to be held in early December. Dr. Pavalko also shared that he has a few spots open for faculty who are interested in being a part of this committee.

He Feng is joining us today as a guest at the Graduate Affairs Committee. Dr. Feng is from the Office of Academic Affairs in the Graduate School of Peking University.

Graduate Office Report – Mr. David Koerner

The Graduate Office will be closed for the holiday break beginning at noon on Wednesday, December 22nd and will reopen on January 3rd.

Please have admissions decisions for Spring done by Friday, December 17th so the Admissions Team may process most of them before the holiday break.

PhD in Earth Science will be listed on the new application as of Wednesday, November 24th.
The Masters in Event Management will be added to the application as soon as the coding is set up for it.

The new application now has a "print button" for the recommendations area.

We are finding a lot of students still trying to finish an old application – please advise students to use the new application and remove any remaining links to the old non-functional application.

Graduate Professional Student Government Report – Mr. David Koerner

The new name of the GSO is now the Graduate and Professional Student Government. The group has been working on this new branding & will be sharing this with faculty & staff across campus in the coming months.

Committee Business
Curriculum Subcommittee – Dr. Jackie O'Palka

The Curriculum Sub-Committee met 2 weeks ago & approved 12 courses.

Please note that the new question on the electronic course request form regarding how many times a student can take a course should only be one time unless it's a variable course, thesis course, etc.

At an upcoming meeting, there will be a discussion about the need for letters of support or acknowledgement of consultation requested by the Curriculum Sub-Committee and how that will work in the curriculum approval process.

Fellowship Subcommittee – Mr. David Koerner

Block Grant proposals, new Program Development proposals & Teaching Assistantship applications are all due December 1st.

The University Fellowship is posted on the OnCourse Website with a due date of February 23rd.

Program Review – Dr. Sherry Queener

- Herron Track: MFA in Photography & Intermedia – *Approved*
- Translational Science Graduate Certificate – *Approved*
- Translational Science Minor – *Approved*
- Translational Science Masters Degree – *Approved*
- IUPUC: Master of Arts in Counseling Psychology – *Approved*
- PhD Curriculum Change in Biomolecular Imaging and Biophysics – *Approved*

Discussion

Part-Time/Evening Programs Showcase is being planned by the Graduate Recruitment Council for the Spring semester. We are looking at locations for this event & there will be more details.

Old Business

Next Meeting
January 25, 2011

Meeting adjourned 2:47pm