

MINUTES

Commission on Graduate Studies & Policies

October 4, 2017

3:30 – 5:00 p.m.

Graduate School Conference Room

Present: Kevin Edgar (Chair), Alan Abrahams, Lujean Baab, Adwoa Baah-Dwomoh, Rajesh Bagchi, Jacob Barney, Sudip Bhattacharjee, Julie Billingsley, Karen DePauw (ex officio), Lesa Hanlin, Ana Maria Carmago (for Eric Hill), Alex Hyler, Erin Lavender-Stott, Peizhen Lu, Xin Luo, Brett Netto, Hannah Parks, Sally Paulson, Gina French (for Robert Sumichrast), Martina Svyantek, Gail McMillan (for Zhiwu Xie), and Ying Zhou.

Absent with notification: Nancy Bodenhorn, Annie Pearce, and Tyler Walters (ex officio).

Absent without notification: Rachel Holloway.

Visitors and invited guests: Janice Austin, Muhammad Hajj, Bill Huckle, Libbie Sonnier-Netto, and Kenneth Wong.

Call to Order

The meeting was called to order by Dr. Edgar at 3:30 p.m.

Approval of the Agenda

The agenda was modified to add a report from the Board of Visitors representative. The revised agenda was approved.

Approval of the Minutes

The minutes of September 20, 2017 were accepted as modified.

Committee Reports

Graduate Curriculum Committee

Dr. Bagchi reported the committee did not meet last week.

Graduate Student Appeals Committee

Dr. DePauw reported the committee expects to meet next week.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP) Committee

Dr. Baab reported the following:

As a group, we went through the Diversity.edu video and interactive exercises for review of the product, the content and the focus with regard to usability, maturity level, relevance to graduate students and perceived effectiveness.

We found several areas in which the design and the presentation were lacking including font issues, readability/clarity/color, the wording of questions and the options for a response which included the ability to input anything (or nothing) and continue.

The maturity level is not too far off for graduate students but the relevance may fall short. As for effectiveness, it may be effective to provide foundational information and initiate thought or conversation. However, even if the flaws uncovered in the design, font, readability, wording, etc. were addressed, we felt that is insufficient on its own and would require additional action to place the information in the context of personal experience, informed choices and demonstration of the effect on behavior.

Dr. DePauw expressed her appreciation for the feedback and encouraged everyone to provide feedback to the appropriate Diversity.edu staff.

Constituency Updates

Graduate Student Assembly

Ms. Hyler reported on the first General Assembly meeting with over 120 graduate students in attendance. There are many first-year graduate students participating. A survey was held with those in attendance and results will be forthcoming. The Graduate and Professional School Fair was held and an additional fifteen representatives participated. The Breakfast with the Dean program and the beer and wine social will be held later this week.

Graduate Honor System

Ms. Lavender-Stott reported she completed a training session for new panelists last week. She is also continuing to speak at classes, familiarizing students with the honor system. Academic Integrity Week in April is being planned.

University Library Committee

There was no report.

Faculty Senate

Dr. Abrahams advised that the Faculty Senate Cabinet is in the process of developing an always-on Qualtrics survey, called the Faculty Soundboard, which will allow the faculty to enter concerns and suggested solutions, and classify their concerns. Amongst the many classification codes, graduate-related will be an available classification code. This classification will allow the Faculty Senate to filter, consolidate, and share graduate-related comment themes from faculty, with CGS&P. Dr Abrahams suggested the CGS&P may in future wish to consider implementing a Graduate Student Soundboard, to collect and share general graduate student concerns and suggestions, including providing a “faculty-related” classification, to allow reciprocal concern themes from graduate students to be shared with

Faculty Senate. Dr. Edgar requested that Dr. Abrahams share information with him on how Faculty Soundboard is being configured, and Dr. Abrahams committed to doing so.

Student Government Association

Ms. Billingsley reported two resolutions were passed.

Board of Visitors

Mr. Netto reported on two concerns. The policy for tuition charges of 1-3 credit hours needs to be evaluated and the bill due date of August 10th. Ms. Hyler commented that the GSA has also discussed these concerns. Dr. DePauw requested DRSCAP to consider the tuition charges of 1-3 credits. Dr. DePauw suggested that the bill due date not be studied at this time. Late fees are automatically removed for graduate students. Apparently, this did not work well this fall and Dr. DePauw will check with the Bursar regarding this process.

University Council and Commission Updates

Dr. Edgar reported a new center was approved by University Council. Additional degrees were also approved. Details are available on the governance website. A discussion about the new brand was held with a reminder that it will become more familiar and comfortable as it rolls out.

Ms. Hyler reported on the brand discussion at the Commission on Student Affairs.

Dr. Hajj reported the Commission on Undergraduate Studies and Policies met and had no updates for this commission.

Graduate School Update

Dr. DePauw reported the fall graduate enrollment is 6847. Additional information is available on the Institutional Research website.

Dr. DePauw also provided an update on the Sasaki 30-year Master Plan. The plan is just beginning to be shared and is not final. There is a three-pronged plan to be certain the essence of the Graduate Life Center is retained. We will have a graduate and family housing village with childcare. Donaldson Brown will likely be removed since it is on a flood plain. The Graduate School will likely be moved to the Hillcrest area. A satellite area will be developed in the Coghill area.

Dr. DePauw has met with Dr. Ghosh and Dr. Perillo to recommend to the Provost an immigration processing fee of \$62.50 per semester. As an administrative fee, it would be forwarded for approval to the Board of Visitors following Dr. Rikakis's review. This fee is expected to be scheduled for Fall 2018.

Old Business

There was no old business.

New Business

Dr. DePauw reported on the roll out plan for the Anti-Academic Bullying Initiative. The plan includes a presentation by the Dean on October 23rd. The audience is for faculty and staff and video will be captured. The new website will be introduced and feedback will be sought.

Dr. Huckle introduced an interdisciplinary program within the life sciences, Molecular and Cellular Biology. Variations of this program have existed in the past. It is not a new degree program and does not require governance approval. Students will likely be offered funding as plans evolve.

Dr. DePauw has read the existing plans and identified departments that do not have ethics plans. There is one program that fell through the cracks and other departments that are updating their plans. As new degree programs are approved, a review for ethics plans will be made. This is a requirement of all students for graduation.

Dr. DePauw reported a non-thesis option with a research project will be added to the M.S. in mechanical engineering degree. An oral exam will be given and a defense of the research project will be expected.

Announcements

There were no announcements.

Adjournment

The meeting was adjourned at 4:48 p.m.

Respectfully Submitted,

/s/

Marilynn R. King
On behalf of Karen P. DePauw, Ph.D.
Vice President and Dean for Graduate Education