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| **Graduate Affairs Committee**  **Minutes** | **Date: January 28, 2025**  **Time: 1:30 p.m.**  **Location: Zoom** |
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| Meeting called by: Dr. Janice Blum | |
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| Attendees: | |
| Janice Blum (Chair), Margaret Adamek, Kyle Anderson, Pierre Atlas, Keith Avin, Kathi Badertscher, Rebecca Ellis, Margie Ferguson, Ray Haberski, Tabitha Hardy, Cleveland Hayes, Brittney-Shea Herbert, Thomas Hurley, Amelia Hurt, Michael Klemsz, Frank Lippert, Kim Lewis, Sara Lowe, Karl MacDorman, Jennifer Mahoney, Kevin McCracken, Kyle Minor, Zach Riley, Randall Roper, Anita Sale, Kelly Sumner, Lloyd Thomas Wilson, Yan Zhuang, Staff: Dezra Despain | |

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| **Minutes** | |
| Approval of the Minutes for November 26, 2024 - approved | Blum |
| Dean's Report  A reminder for the GAC to check ETS and other test sites to make sure their schools have been updated from IUPUI to IU Indianapolis.  Soumilee Chaudhuri received the prestigious Wells Fellowship award.  A survey was sent out assessing recruitment resources. The goal is to understand the recruiting services schools offer and to see if there’s any technology help that is needed.  Stellic will launch this year which means program plans need to be up to date.  There will be a call for representatives for the Graduate Faculty Council (GFC). GFC is a council that represents all IU campuses and focuses on resources for graduate and professional students as well as the processes and policies included in the UGS bulletin. Representatives from Medicine, Science, Herron and Luddy are needed. Further information on which schools need representatives will be sent out.  A request was sent to graduate programs, directors and staff across the campus for nominations for a Commencement speaker. The nomination deadline is February 21.  IU Indianapolis is planning to separate the Chancellor’s Convocation into two events, one for faculty and one for students. Because of this, nominations for the Chancellor’s Scholar and the Sherry F. Queener award have been delayed. A call for nominations should be forthcoming.  A report from the Office of Student Affairs on the services graduate and professional students use was shared with the committee. Some of the services used: Paws Pantry (many students rely on this service), Counseling Services, student activities, health and wellness, campus recreation, plus others. | Blum |
| Assistant Dean's Report  The PFFP Spring orientation will occur Thursday Jan 30, 4-5pm. If students or post docs are looking for professional development opportunities and ways to build their resume’s the PFFP program is free and only requires a short application and letter of recommendation to get started.  The Grad Jag Writers Workshop with University Writing Center will be Mondays 3-5 pm in Grad Commons and 8-10am hybrid on Thursdays.  On Feb 11, UPnGO, CAPS, and Health and Wellness Promotion will host a Share The Love event.  The Getting you into IU Indianapolis campus visit program will be held April 8th-10th, with departmental visits occurring from 12-4pm April 9th. The application is live, and the deadline is Feb 15th.  Graduate and Professional Student Appreciation Week is April 7-11. The Elite 50 Celebration is April 7 and will kick off the week-long celebration. | Hardy |
| Graduate Mentoring Center  The IU Indianapolis Graduate Mentoring Center Outstanding Mentor of the Year Award is given to encourage and recognize outstanding mentoring of graduate and professional students and identify best practices for graduate mentoring at IU Indianapolis. Nominees must be current or retired graduate faculty at IU Indianapolis and all nominations must be completed by midnight February 15, 2025. The award will be presented during the Elite 50 celebration dinner on April 7, 2025.  Best Practices in Mentoring for Graduate Students will be February 6 from 12-1:30 pm via Zoom.  CAREing for our Community: Training Faculty Researchers in an Online, Evidence-based Program on Safe, and Inclusive Training Environments. Four 1-hour webinars will start in February and March.  The GMC is working with schools and departments to improve mentoring. They have multiple trainings for graduate students and faculty. These sessions include 1, 2, and 8 hours online and in person trainings. | Roper |
| Graduate and Professional Student Government  Student Stipends   * GPSG met with Provost Gladden and VC Broeker to discuss student’s stipends and get an understanding of how they work. * They will have a follow-up meeting with VC Broeker to discuss stipends in more detail and see how they can assist with gathering data. * GPSG plans to follow up with Provost Gladden to discuss ways They can increase transparency around the student stipends process (i.e., drafting an explanation for students that outlines the complex systems that affect how stipends are determined at the school level).   Surplus Store   * GPSG has met with the IUI Surplus Store Director, Ty Parrish, and received an update on his proposal for a more open surplus store. His intention is to have scheduled dates where students can come and buy things without having to go through the online auction service under which it currently operates. The end goal would be to gradually transition to a full or part-time walk-in store if feasible. * The main challenge to a walk-in type of surplus store is how it could impact operating costs to Auxiliary Services and disrupt the flow of surplus items to departments within IU Indianapolis. | Blum for Brokaw |
| Graduate School Reports  None at this time. | Blum for Henry |
| Committee Reports |  |
| Fellowship Subcommittee Report  There are many fellowship deadlines approaching. The GAC members were encouraged to review the Grad School fellowship website.  INSPECT Fellowship is for students interested in science policy. Deadline is February 3.  Inclusive Excellence Fellowship – formerly President’s Graduate Diversity Fellowship is due Friday, Feb. 7th | Blum for Henry |
| Curriculum Subcommittee Report  The Curriculum Committee reviewed 17 courses this month, 4 course change requests and 13 new course requests. Of those, 15 were approved and 2 were approved with contingencies.  The next meeting is in February. Dezra will need to have the courses in her workflow by Monday, February 3 for them to be considered for the February agenda. | Klemsz |
| Graduate Recruitment Council Report   * As the office recruitment team looks at activities/events to attend for Fall 2025, they will be focusing more on Indiana Partner Reduced tuition states / MSEP states. * For the February GAC meeting, there will be a guest speaker from Ruffalo Noel Levitz presenting on “Where is the Graduate Market?” from 2-3 p.m. Other faculty and staff will be invited to this presentation as well. * The Spring/Summer 2025 dates for the Graduate Recruitment Council meetings are:   + Thurs., Feb. 6 – 2:30-3:30 via Zoom   + Weds., April 16, 12 – 1 p.m., University Library (Room TBA)   + Tues., May 20 – 2:30-3:30 via Zoom   + June – Annual Recruiter’s Workshop – exact date TBA * The Graduate School is partnering with the Undergraduate Admissions Campus Visits office to host Graduate Student Tours through their Ambassador tour program. A Graduate School Emissary accompanies the tours. 2025 Spring semester will meet from 3:30 – 5 pm in the Campus Center on January 29, February 27 March 26 April 23. | Mahoney |
| Consent Agenda – all approved   * Changes to the PhD minor in Microbiology and Immunology in the School of Medicine * New Software Engineering specialization in the Computer Science MS degree from Luddy School of Informatics, Computing, & Engineering. * New Interdisciplinary Studies BS and Doctor of Medicine MD accelerated degree program offered through the School of Science and the School of Medicine * New PhD minor in Applied Techniques and Data Analysis in Geoscience from the department of Earth and Environmental Sciences in the School of Science * New PhD minor in Climate Change from the department of Earth and Environmental Sciences in the School of Science * New PhD minor in Geospatial Technology from the department of Earth and Environmental Sciences in the School of Science * New PhD minor in Humans and the Environment from the department of Earth and Environmental Sciences in the School of Science * New PhD minor in Science Education from the departments of Earth and Environmental Sciences and Chemistry and Chemical Biology in the School of Science | Blum |
| Discussion:   * Aggregated data on PhD students and Graduate School website as a resource for recruiting   The Graduate School website hosts a Student Demographic webpage that includes general campus demographics and doctoral demographics. In Fall 2024, 791 doctoral (Ph.D.) research students were enrolled at IU Indianapolis, which is 9.9% of the total IU Indianapolis graduate and professional student body. A break down of Ph.D. student data is included in different categories: race and ethnicity, sex, and residency. There’s also a Time to Degree section for each PhD offered on campus. Another section shows where financial support comes from, and finally there’s a section on postgraduate employment plans.   * Data Resources for Student Career Outcomes including First Destination Survey from Career Services   IU Indy’s Career Services distributed a survey called the First Destination Survey that collects data on salaries, information on location, information on career success, and more. This survey is open to undergraduates, but they are considering offering it to graduates. This has the potential to be a good recruiting tool. |  |
| Information item:  Luddy School of Informatics, Computing, & Engineering will be eliminating their graduate certificate in Health Information Systems Architecture – online program | |

Next Meeting and Adjournment (**February 25, 2025, 1:30 pm, Zoom**)