Graduate Studies, Recruitment, Admissions & Financial Aid Committee

Meeting 1 Minutes | August 28, 2018 | 2 - 4pm | WW 2102

* **Members Present:** Cary Buzzelli, Ellen Vaughan, Jessica Lester, Karen Wohlwend, Leslie Chrapliwy, Marjorie Treff, Rebecca Martinez, Monica Byrne-Jiménez
* **Members Absent:** Andrea Walton (sabbatical), Quentin Wheeler-Bell (teaching), Vic Borden (traveling)
* **Ex-officio Present:** Sarah Lubienski
* **Guests Present:** Matt Boots, Jodi Adkins, Amy Hackenberg
* **Staff:** Kirstin Helström
* **Presenters:** Ellen Vaughan, Cary Buzzelli, Amy Hackenberg

1. **Preliminary Items**
   1. Nomination of GSC Chair
      * *The committee nominated Marjorie Treff to serve as the committee chair.*
      * *All in favor.*
   2. Review/Approval of Minutes from March 28, 2018
      * *Leslie Chrapliwy moved to approve the minutes with minor changes.*
      * *Rebecca Martinez seconded the motion.*
      * *All in favor.*
2. **Information Items**
   1. Committee Quorum & Checklists for GSC-RAFA Submissions – *Matt Boots*

Matt Boots reminded the committee that it was difficult to make quorum at some of the GSC-RAFA meetings last year, so it is important to notify the committee of expected absences, in order to reschedule meetings for greater attendance.

Matt Boots also discussed the creation of checklists for GSC-RAFA submissions, which will help faculty know what items are necessary to submit course, program, and policy changes or proposals, prior to their presentations in GSC-RAFA meetings. This will expedite processes through GSC-RAFA meetings, policy council, and beyond.

* 1. Z531 & z532 – *Matt Boots*

Matt Boots informed the committee that these two courses which were presented in the GSC-RAFA meetings last year have now been approved.

* 1. GSO Fellowship Committee Volunteers – *Jodi Adkins*

Jodi Adkins described the four fellowships that GSO oversees and the relevant GSC-RAFA committee member responsibilities. At least three GSC-RAFA voting members must serve on each fellowship subcommittee to determine the recipients. Marjorie Treff called for volunteers for each subcommittee (more volunteers are still needed for some):

* + 1. Achasa Beechler Scholarship
       1. Jessica Lester (chair)
       2. Karen Wohlwend
       3. Monica Byrne-Jiménez
    2. Maris M. Proffitt and Mary Higgins Proffitt Outstanding Dissertation Fellowship
       1. Rebecca Martinez
       2. Quentin Wheeler-Bell
       3. Andrea Walton
    3. Dean’s Fellowship
       1. Marjorie Treff (chair)
       2. Rebecca Martinez
       3. Ellen Vaughan
    4. Malvina McNeill Fellowship
       1. Marjorie Treff
       2. Leslie Chrapliwy
       3. Vic Borden
  1. Revision of Criteria for the Award for Excellence in Mentoring – *Kirstin Helström*

Kirstin Helström presented the former and new criteria for this award. Last year’s student committee decided to revise the criteria after finding it to be discriminatory against non-tenure/tenure-track faculty. It also included criteria that could be considered inappropriate, such as the “friendship” example. The revised criteria will be used in April for the 2018/19 award.

1. **Voting Items**
   1. New Course Proposals

The following courses are being proposed as part of the development of a new Addictions Counseling track in the Mental Health master’s program. These courses are a part of IU South Bend’s program that IU Bloomington wants to match:

* + 1. G511 – *Ellen Vaughan*
* *Rebecca Martinez motioned to approve this course.*
* *Jessica Lester seconded.*
* *All in favor.*
  + 1. G512 – *Ellen Vaughan*
    - *Rebecca Martinez motioned to approve this course.*
    - *Leslie Chrapliwy seconded.*
    - *All in favor.*
    1. G513 – *Ellen Vaughan*
    - *Leslie Chrapliwy motioned to approve this course.*
    - *Rebecca Martinez seconded.*
    - *All in favor.*
    1. G514 – *Ellen Vaughan*
* *Leslie Chrapliwy motioned to approve with minor changes.*
* *Ellen Vaughan seconded.*
* *All in favor.*
  + 1. G592 – *Ellen Vaughan*
* *Monica Byrne-Jiménez motioned to approve this course.*
* *Rebecca Martinez seconded.*
* *All in favor.*
  1. Course Change Proposals
     1. J660 – *Cary Buzzelli*

This course serves as a seminar for graduate students in the Early Childhood Education program. The department wanted to change the repeatable credits allowed.

* *Karen Wohlwend motioned to approve this course.*
* *Ellen Vaughan seconded.*
* *All in favor.*
  + 1. Q528 – *Matt Boots* for *Adam Maltese*

Due to some committee questions, the discussion of this course was postponed until the next meeting, when Adam Maltese could attend the meeting to present.

* 1. Program Change Proposal
     1. Math Education – *Amy Hackenberg* – (3pm)

This proposal is a change to Program of Studies for doctoral students in the Mathematics Education program in Curriculum and Instruction. Based on the recent program review, there was input from the committee about addressing student needs in achieving milestones and developing a stronger professional identity. The program change proposal is to adjust a current course, N717 Contemporary Issues in Mathematics Education, to make this a professional seminar students would take in their first three years (1-2 credits in the fall, the remaining credits in the spring). This course would address both issues of achieving milestones and developing professional identity.

* *Monica Byrne-Jiménez motioned to approve this program change with minor amendments.*
* *Karen Wohlwend seconded.*
* *All in favor.*
  1. Bulletin/Policy Update
     1. 795 Not Counting towards Residency – *Leslie Chrapliwy*

It was recently brought to the attention of GSO that one department currently states on the SoE website that only courses 799 and G901 will not be considered for residency. GSO does not consider course 795 as part of residency. GSO wants to confirm that the policy they use is modeled after the UGS policy. Therefore, the residency policy for EdD and PhD degrees was included in these revisions to reflect that 795, 799, and G901 courses will not be considered for residency.

* + - *Cary Buzzelli moved to approve the policy update.*
    - *Leslie Chrapliwy seconded.*
    - *All in favor.*

1. **Discussion Items**
   1. Logistics for Recruitment Fair – *Matt Boots*

The previous Associate Dean for Graduate Studies, Barry Chung, discussed the possibility of having a graduate program recruitment fair with several programs. GSC discussed the level of interest in moving this idea forward. Although a recruitment fair seems like a worthwhile venture for some programs in SoE, many of the online programs would not benefit substantially from this on-campus experience.

* 1. Dissertation Format Discussion – *Sarah Lubienski*

Sarah Lubienski wanted to revisit the interest and work around the dissertation format discussions last year. She will be discussing this topic in an upcoming meeting with Dean Daleke and bring those insights to the next GSC meeting. GSC discussed many of the issues brought up in the town hall meetings.