Graduate Studies, Recruitment, Admissions & Financial Aid Committee

Meeting 4 Minutes | November 06, 2018 | 11am - 1pm | WW 2140

* **Members Present:** Cary Buzzelli, Karen Wohlwend, Marjorie Treff, Rebecca Martinez, Vic Borden, Mishael Sedas
* **Members Absent:** Andrea Walton (sabbatical), Leslie Chrapliwy (traveling), Quentin Wheeler-Bell (teaching), Monica Byrne-Jiménez (conflict), Jessica Lester, Ellen Vaughan
* **Ex-officio Present:** Sarah Lubienski
* **Guests Present:** Matt Boots, Tracey McGookey
* **Staff:** Kirstin Helström
1. **Voting Items**
	1. Q528

The committee did not see any outstanding issues. Due to a lack of quorum, the committee voted on this item by email, and a majority of 9 members voted in favor.

* 1. Review/Approval of Minutes from October 17, 2018

The committee did not see any outstanding issues. Due to a lack of quorum, the committee voted on this item by email, and a majority of 8 members voted in favor.

1. **Discussion Items**
	1. Graduate Degree Checklists Documents

Based on comparisons of program-specific checklists with the graduate degree checklists, Vic Borden suggested reinstating the specific inquiry linkage on the ePoS.

The committee discussed the individualized checklists provided at the undergraduate level but agreed this could not be accomplished at the graduate level. Instead, graduate students should be able to follow the document(s) provided in consultation with their advisers.

The goal of these checklists is to provide guidance to faculty and students, broad enough to apply to all graduate programs at the School of Education. To remind students that these checklists are not program-specific, some disclaimer language may be included, such as “These checklists provide general guidelines for completing your graduate degree, and your program may contain stricter requirements. Please contact your department for program-specific guidelines and requirements.”

* 1. Recruitment and Resource Fair – *Sarah Lubienski*

Sarah Lubienski shared that this event was well-attended from our current faculty and students, but few attendees were not already associated with IU. The committee concluded that it was a good experience overall, but likely not so impactful as to offer it again.

Vic Borden shared that his program does a program-specific online version of this recruitment/resource fair, and that the upcoming iteration will be recorded. He received permission to share that recording with the committee, to spur SoE initiatives that may be more impactful.

* 1. 05.32R Appointment to Graduate Faculty Status

The committee raised questions about the purpose for reviewing this policy, given that we must adhere to the Graduate School policy. The committee suggested embedding a link to the associated Graduate School policy. This item will be revisited in the next meeting.

* 1. 07.22 Guidelines for Involvement of Retired (Emeritus) Faculty (director vs. chair)

The committee reviewed this existing policy and the revised policy proposed last year but needs to revisit both versions again in the next meeting to vote on new policy language.

* 1. Reinstatement to Candidacy

UGS has written new language regarding reinstatement to candidacy, and SoE has adopted that language, with the addition of the Associate Dean of Graduate Studies into the approval process.

* *The committee agreed to consider this language and any adjustments and revisiting the bulletin entry in the next meeting.*
	1. Student Annual Reviews

Sarah Lubienski asked the committee to share if/how their programs conduct annual review processes. Committee members supported greater and more systematic implementation of student annual reviews across SoE programs.

* 1. Procedures for Academic Probation

There currently aren’t clear procedures for placing students on or releasing them from probation. The committee decided to postpone this item until the next meeting to allow for further discussion and planning around GPA requirements and tracking, likely involving the formation of a subcommittee.