Graduate Studies, Recruitment, Admissions & Financial Aid Committee

Meeting 6 Minutes | January 22, 2019 | 1 - 3pm | WW 2140

* **Members Present:** Leslie Chrapliwy, Karen Wohlwend, Monica Byrne-Jiménez, Marjorie Treff, Rebecca Martinez, Vic Borden, Mishael Sedas, Ellen Vaughan, Jessica Lester
* **Members Absent:** Andrea Walton (traveling), Quentin Wheeler-Bell (meeting conflict)
* **Ex-officio Present:** Sarah Lubienski
* **Guests Present:** Danielle De Sawal, Jodi Adkins, Matt Boots, Tracey McGookey
* **Staff:** Kirstin Helström

1. **Voting Items**
   1. Review/Approval of Minutes from December 4, 2018
      * + Karen Wohlwend moved to approve the minutes as written.
        + Jessica Lester seconded.
        + All in favor.
   2. New Course
      1. U540 – *Danielle De Sawal*

This course used to be taught as a topical seminar, but with the new certificate (proposed below), the department recognized the need for this course to have it’s own course number and title: “Academic Advising in the Collegiate Environment.” The course was designed in collaboration with University Academic Advising (UAA) and the National Academic Advising Association (NACADA). Sarah Lubienski asked if the course (and relevant certificate) would target undergraduate or graduate advising. Danielle De Sawal confirmed that while the majority of academic advising

while the majority of the program targets the undergraduate level, this course will include training in adult education advising, and many ideas would transfer to the graduate level. The committee discussed their understandings of the course logistics, including instructional mode and course credit hour formulas.

* + - * Vic Borden moved to approve the new course.
      * Karen Wohlwend seconded.
      * All in favor.
  1. New Program
     1. Online ELPS/HESA Graduate Academic Advising Certificate – *Danielle De Sawal*

This 15-hour graduate certificate was initiated by University Academic Advising (UAA) to provide an online academic advising certificate option – firstly for IU students, then all campuses, and then nationwide. UAA is also closely connected with NACADA, the professional association that services academic advising, which confirms that there is a growing interest in certificate and training programs for academic advising. All courses included in this certificate (except U540, proposed and approved above) are currently existing courses, and this was done deliberately to reduce faculty workload in developing this certificate. This certificate focuses on three main areas: higher education administration, counseling, and student and adult development.

The committee discussed the admission requirements, which will mirror the existing HESA online certificate, and preparation for advising international students, which Danielle De Sawal shared that the U540 will discuss issues that international student populations commonly face. The committee also discussed how the practicum experience will function if a student is not currently an academic advisor. Danielle shared that the student could shadow a current academic advisor at a community college to fulfill that experience. The currently-offered courses do make every time they are offered, so the program has no concerns about capacity.

* + - * + Leslie Chrapliwy moved to approve the new program.
        + Rebecca Martinez and Ellen Vaughan seconded.
        + All in favor.

1. Discussion Items
   1. Fellowship Subcomittee Updates – Jodi Adkins
      1. Malvina McNeill Fellowship (subcommittee: Marjorie Treff, Leslie Chrapliwy, Vic Borden)

Jodi Adkins explained that she is currently waiting on an account balance from the finance office before providing the subcommittee with the award guidelines and student nominations. The committee decided (prioritizing admission decision deadlines within School of Education, at March 15th) that March 22nd would be the deadline for department chairs nominating their students to GSO for this award and February 22nd would be the deadline to know the account balance from the finance office.

* + 1. Achasa Beechler Scholarship (subcommittee: Jessica Lester, chair; Karen Wohlwend, Monica Byrne-Jiménez)

Since GEMS has recently been replaced with EFS for fellowship work, Jodi Adkins will send the associated materials to the subcommittee through email/Box.

* + 1. Dean’s Fellowship (subcommittee: Marjorie Treff, chair; Rebecca Martinez; Ellen Vaughan)

Jodi Adkins is currently waiting for the nominations to come from the department chairs, which are due February 1st. Once Jodi confirms the nominated students’ eligibilities, she will forward the relevant information on to the subcommittee.

* + 1. Maris M. Proffitt and Mary Higgins Proffitt Outstanding Dissertation Fellowship (subcommittee: Rebecca Martinez, Quentin Wheeler-Bell, Andrea Walton)

Every year, the departments receive a spreadsheet of all eligible dissertations from the previous academic year. This year, GSO only received two nominations out of five departments – one department stated that they would not be submitting a nomination, and the other two departments did not respond.

* 1. Dissertation Grades – Matt Boots & Sarah Lubienski

Currently, dissertation grades (799 & G901) are all graded once the final dissertation has been submitted. GSO considered that if these courses were graded in real time, it could provide better tracking of students. Also, rather than the courses being graded as S/F, they could be graded as A, B, or C, allowing faculty to communicate the level of progress to the student. The bulletin could state a required ‘12 hours of B or better’ to count towards the degree. The ‘C’ grade would represent a ‘failing’ semester but would not interfere with residency requirements and continual enrollment.

The committee discussed the following elements:

* Who would be responsible for implementing this process?
  + By faculty member, program, or department?
* Who would be responsible for completing the grading?
  + Faculty, department administrators, department chairs, etc.
* How could this coincide with probation procedures?
  + Some faculty felt that this grading procedure would not have a strong influence on student motivation for time to completion.
  + Sarah Lubienski stated that probation should still be an option post-coursework, but that a better solution entirely is implementing student annual reviews.
    - Ellen Vaughan stated that in the counseling programs, they must complete annual reviews according to APA accreditation requirements.

Matt Boots recommended that faculty discuss this idea within their departments and bring comments to the next meeting.

1. Information Item
   1. Award for Excellence in Mentoring student committee voting permissions – *Kirstin Helström*

In keeping with the previous changes to the criteria toward a more inclusive process, Kirstin Helström recommended that student committee members should not be prohibited from submitting nomination letters. Much like faculty committees in which a faculty committee member may submit a proposal and that committee must vote in favor of that proposal for it to be implemented, so in this student committee, the nominator must make a convincing argument to the committee (based on the nomination letter only) for their nominee to receive the award.