

Graduate College Council

Draft Minutes -- 16 September 2019

Perkins – Ewing Room

Agenda Item – slides attached as pdf file

1. Call to order at 3:02 pm / Introductions of Executive Committee (Zide)
 - a. Executive Committee Attendance Summary (Parcells excused absence)
 - b. Council Attendance Summary is below
2. Secretary's Report
 - a. Acting Secretary for this meeting: James Corbett
 - b. Approval of agenda => Moved, seconded, approved
 - c. Approval of minutes (N/A)
3. Dean's Report [Interim Dean and Provost for now]
 - a. Status of Dean search (Robin Morgan)
 - i. On time establishment of the Council. Thank you.
 - ii. Dean's search – Vice Provost and Dean of the Graduate College
 1. Search firm retained (Parker name of firm)
 2. Looking for inaugural Dean, recognizing that this College Dean may have special duties that differ from other college deans
 3. Committee in formation now, concurrent with a search for a Chief Diversity Officer
 4. Council will be involved with search – stay tuned (some Q&A added detail)
 - a. Some will serve on committee, per appointment
 - b. Series of meetings in groups including Council members
 - c. Feedback process may engage the Council
 5. Search to be completed by January, if possible
 - a. Maybe airport interviews in January (confidential)
 - b. Then public interviews on campus during second semester
 - b. General comments by Provost on Grad College priorities
 - i. Will step back with Council established, but willing to engage as we may invite
 - ii. Interdisciplinary program mission
 - iii. Funds for investment may be requested
 - iv. Action on student life for graduate students
 - v. Recruiting and supporting degree programs
 - vi. Also council may be engaged in post-doctoral role
 - c. Graduate College staffing update (Doug Doren)
 - i. Mission and functions
 1. Support graduate and professional students and postdocs
 2. Support graduate education programs
 3. Administer interdisciplinary graduate programs
 - ii. Built on foundation of former Office for Graduate and Professional Education
 1. Admissions, Student services, Degree checkout, Fellowships
 - iii. Expanding range of services
 1. Students: Student life, professional development
 - a. Support for Grad Student Organizations
 - b. Advocacy for services

- i. Mental health, emotional well-being
 - ii. Peer counselling
 - iii. Graduate student housing
 - iv. Graduate student coffeehouse/speakeasy (design set, spring or fall opening in old Roundhouse between Pearson and Graham Hall)
 - c. Professional development and career services
 - i. Preparing for non-academic careers
 - ii. Grant/fellowship proposal development
 - iii. Personal and small group coaching
 - 2. Programs: Recruiting, marketing, interdisciplinary programs
 - a. Pipeline development
 - i. Relationships with regional feeder schools, HBCUs
 - ii. Coordinate effort at recruiting conferences
 - iii. Summer undergraduate research opportunities
 - b. Market research and marketing
 - i. UD as outstanding institution for graduate and professional education (branding)
 - ii. Marketing of new programs (e.g., Data Science, and related)
 - iii. Market research for proposed programs
 - c. Grad College as home for cross-college interdisciplinary degrees
 - 3. Development and fund raising
- iv. Staffing update
 - 1. Senior Assistant Dean – hired
 - a. LaRuth McAfee, Ph.D. MIT, now at UW Madison; responsible for recruiting, retention, assessment; full time January 2020.
 - b. Will visit during the fall, with opportunities for Council to meet with her.
 - 2. Assistant Dean for Professional Development and Career Services
 - a. Suprawee Tepsuporn, Ph.D. Harvard, now at Harvard School of Public Health; arriving October 1.
 - 3. Assistant Dean for Student Services
 - a. Search to begin soon
- d. The staff in these positions will collaborate and interact closely, as their areas of responsibilities overlap and complement one another. Other Grad College Initiatives (Doug Doren)
 - i. Coordination and Support for UD presence at recruiting conferences
 - 1. SACNAS, ABRCMS, SWE, etc., (let us know about others!)
 - ii. Graduate College branding and program marketing campaigns
 - 1. New viewbook, program brochures (with thanks to OCM and colleges)
 - 2. Data Science/Analytics info session – on Star Campus this semester
 - iii. New approach to fellowships (Doug Doren has been discussing this in the office. Previously no shared responsibility with colleges who receive the delegated funds.)
 - 1. Unidel Distinguished Doctoral Fellows, Graduate Scholars, etc.
 - 2. Partnerships, with shared responsibility among colleges and Graduate College administration

- a. May propose to change Unidel Distinguished Scholars program to supplementary funding on top of minimal stipends from departments/colleges, not a fully funded fellowship
 - b. Such a change can increase the number of fellowships from 12 up to ~30, allowing offers to 40 or more applicants
 - c. Departments would be asked to report on how students are doing, students will be asked to seek direct funding through proposal development
 - d. Goal includes serving students and leveraging multi-year investment
 - e. Will talk with graduate directors next week to seek their input, will write up decisions for dissemination
 - f. There may be a fellowships committee formed by Council to assist in implementing these changes and selecting the best candidates
 - 3. Expand reach and impact
 - 4. Workshops on effective fellowship nominations
 - 5. Some Q&A on item iii and on recruiting. Not recorded in the minutes fully.
 - a. How it works, flexibility, what about end of degree support, etc., performance MFAs versus terminal degrees in other fields.
 - b. Council members suggested a middle ground for the Unidel program, with some years of the fellowship fully funded, and some supplemental.
 - iv. Holistic admissions workshop
 - 1. Consider ways to review applications beyond traditional metrics, for recruiting more diversity
4. Standing reports
 - a. Current graduate programs needs assessment (Mark Parcels – not present)
 - i. Will put together a survey for grad program directors
 - ii. Assemble small group to review results
 - iii. In progress, for all graduate programs (not just interdisciplinary)
 - b. Proposed interdisciplinary programs and degrees – status/overview
 - i. No report
 - c. Graduate student report – Topics of concern to grad student councilors and others
 - i. Nicole Rucker presented outreach to graduate students. Early feedback including funding issues, housing issues, transportation issues, and access to wellness and mental health. Working to coordinate with GSG/GSA and Graduate College.
 - ii. Survey results from 2017 graduate survey, micro-aggression and affirmation surveys.
5. Committee reports
 - a. Staffing of committees
 - i. Bylaws required: Executive Committee – fully staffed, complete
 - ii. Bylaws required: Interdisciplinary Curriculum Committee
 - 1. Primary focus is on procedures for creating/managing interdisciplinary programs housed in Grad College
 - 2. One faculty from each college (not necessarily Council member), one grad student, one rep chosen by [Interim] Dean
 - iii. Bylaws required: Graduate Student Life Committee
 - 1. Focus on care/support for graduate students/postdocs

- 2. Three faculty members (not necessarily Council member), three graduate students, one rep chosen by [Interim] Dean, VP for student life (or designee)
 - 3. Q&A: How this will relate to Faculty Senate student life committee? Our bylaws required committee will need to coordinate with Faculty Senate committee
 - iv. INTRODUCED BY CHAIR for new business: Create/staff Awards and Fellowships Committee (?)
 - 1. Not vote now, but suggested to improve faculty relationships
 - v. INTRODUCED BY CHAIR for new business: Bylaws working group needed (?)
 - 1. Not vote now, but some clauses “and invited guests” versus public meeting; election scheme; graduate student voting/non-voting status. Chair prefers voting graduate students, but as an individual.
- 6. College Liaison Reports – promote communication and shared knowledge among Grad Council
 - a. Introduction – Each meeting, a brief report from a College (1 per meeting, rotating alphabetically) on that College’s programs and how the Grad College can help raise the overall grad education importance, and specifically learn/share about strong and growing interdisciplinary programs or successes across the university
 - i. CANR will begin this rotation, CAS, then ALCBE, then CEOE, then CEHD, etc.
 - b. Key achievements across Colleges that relate to our mission
- 7. New business
 - a. Discussion of priorities for the Graduate College (based on Council survey using Google; results look like a set of needs; summary below; detailed list will be sent, with sub-bullets)
 - i. Administration
 - ii. Cross-campus initiatives
 - iii. Information gathering/dissemination
 - iv. Interdisciplinary programs
 - v. Professional development for graduate students
 - vi. Grad student life
 - b. Introduction of new business by Councilors
 - i. Draft strategic plan is open for comment now – could consider as a Council. Since time, we should submit individually but identify as Grad Council issue.
 - 1. No further action needed, unless additional input to Executive Committee
 - ii. Questions about budget for Grad College, Council input, etc.; Report will be added to the next agenda
 - iii. Discussion of priorities with regard to next steps as a place to start; additional ideas welcome before next meeting
 - iv. Formation of additional Council Committees
 - 1. Awards and Fellowships Committee
 - 2. Bylaws working group
- 8. Adjourned 4:24 pm

Attendance based on Council Member List and sign in sheet

College	Representative	Alternate	Attended (Y/N)
Agriculture and Natural Resources			
	Mark Parcels	TBD	Excused absence
	Shree Inambdar	TBD	Inambdar attended
Art & Sciences			
	Melinda Duncan	Erica Selva	Duncan attended
	Don Watson	Andrew Teplyakov	Watson attended
	Richard Braun	Petr Plechac	Braun attended
	John Xiao	Federica Bianco	
	Siobhan Carroll	Will select in the fall	Carroll attended
	Alexander Selimov	Gladys Ilarregui	Selimov attended
	Greg Dobler	Danilo Yanich	Yanich attended
	Amy Griffin	JP Laurenceau	Griffin attended
	Gretchen Bauer	Jenny Lambe	Lambe attended
		Pascha Bueno-Hansen	
	Tanisha Ford	Vimalin Rujivacharakul	
	Owen White	Tom Powers	David Suisman attended
	Ann Bell	Belinda Orzada	Bell attended
	Maria Anne Purciello	Ashley Pigford	Purciello attended
	Nigel Caplan	Michael Fields	Caplan attended
Earth Ocean and Environment			
	Clara Chan	Saleem Ali	Chan attended
	James Corbett	Saleem Ali	Corbett attended
Education and Human Development			
	Danielle Ford	TBD	Ford attended
	Bridgette Johnson	TBD	Johnson attended
Engineering			
	Julie Maresca	Li Liao	Maresca attended
	Joshua Zide	Herbert Tanner	Zide attended
	Ryan Zurakowski	Anthony Beris	Zurakowski attended
	Gonzalo Arce		Arce attended
	Arthi Jayaraman		Jayaraman attended
	Chris Kloxin		Liao attended
Health Sciences			
	Freda Patterson	TBD	Patterson attended
	Karin Silbernagel	TBD	Silbernagel attended
	Regina Wright	TBD	
	Diane Chugani	TBD	Chugani attended
Lerner College of Business and Economics			
	Greg Kane	TBD	Kane attended
	Suresh Sundaraman	TBD	
	Siyang Wang	TBD	Wang attended
	Paul Laux	TBD	Excused absence
	Sri Beldona	TBD	
Professional and Continuing Studies			

	George Irvine	TBD	Irvine attended
Ex Officio (non-voting)			
	Doug Doren		Doren attended
	Charlie Riordan		
Graduate Student Representatives			
	Shiun Yao, CANR		
	Eileen Young, CAS		Young attended
	Nicole Rucker, CEOE (voting)		Rucker attended
	Di Liu, CEHD		
	Ioannis Vasileios Chremos , COE (voting)		Chremos attended
	Andrew Kuczmariski, CHS (voting and executive committee)		Kuczmariski attended
	Stanley Ayodeji Ohikhuemeh, ALCBE		

Elizabeth Salisbury – Grad College attended
Mary Martin – Grad College attended

Grad College Council

Inaugural Meeting

16 September 2019

Agenda

<u>Agenda Item</u>	<u>Estimated Time</u>
1. Call to order / Introductions of Executive Committee (Zide)	5 minutes
2. Secretary's Report	1 minute
a. Approval of agenda	
b. Approval of minutes (N/A)	
3. Dean's Report [Interim Dean and Provost for now]	
a. Provost's welcome and status of dean search (Robin Morgan)	10 minutes
b. Graduate College staffing update (Doug Doren)	5 minutes
c. Other Grad College Initiatives (Doug Doren)	5 minutes
4. Standing reports	
a. Current graduate programs needs assessment (Mark Parcels)	3 minutes
b. Graduate student report – Topics of concern to grad student councilors and others	3 minutes
5. Committee reports	
a. Staffing of committees	
i. Interdisciplinary Curriculum Committee	5 minutes
ii. Graduate Student Life Committee	5 minutes
6. College Liaison Reports	
a. Introduction – Each meeting, a brief report from a College (1 per meeting, rotating alphabetically) on that College's programs and how the Grad College can help raise the overall grad education importance, and specifically learn/share about strong and growing interdisciplinary programs or successes across the university	5 minutes
b. Key achievements across Colleges that relate to our mission	5 minutes
7. New business	
a. Discussion of priorities for the Graduate College	10 minutes
b. Introduction of new business by Councilors	3 minutes
8. Adjourn	

Call to Order / Introduction of Executive Committee

- Mark Parcels – CANR
- Ann Bell – CAS
- Greg Kane – ALCBE
- James Corbett – CEOE
- Danielle Ford – CEHD
- Joshua Zide (Chair) – COE
- Diane Chugani – CHS
- Andrew Kuczmariski – GSG Representative (CHS)

Provost Robin Morgan

- Provost's Welcome and status of Dean Search

Interim Dean Doug Doren

- Graduate College staffing update
- Other Grad College Initiatives

Mission and Functions of the Graduate College

- Mission:
 - Support graduate and professional students and postdocs
 - Support graduate education programs
 - Administer interdisciplinary graduate programs
- Built on foundation of the former Office for Graduate and Professional Education
 - Admissions, Student Services, Degree Checkout, Fellowships
- Expanding range of services
 - For students: Student life, professional development
 - For programs: Recruiting, marketing, interdisciplinary programs
 - Development and fundraising

Student Life and Professional Development

- Support for Grad Student Organizations
- Advocacy for services
 - Mental health, emotional well-being
 - Peer counseling
 - Graduate student housing
 - Graduate student coffeehouse/speakeasy
- Professional development and career services
 - Preparing for a non-academic career
 - Grant/Fellowship proposal development
 - Personal and small group coaching

Recruiting, Marketing and Interdisciplinary Programs

- Pipeline Development
 - Build relationships with regional feeder schools, HBCUs
 - Coordinate effort at recruiting conferences
 - Summer undergraduate research opportunities
- Market Research and Marketing
 - UD as an outstanding institution for graduate and professional education
 - Marketing of new programs (e.g., Data Science and related programs)
 - Market research for proposed programs
- Grad College as the home for cross-college interdisciplinary degrees

Staffing Update

- Senior Assistant Dean
 - LaRuth McAfee
 - PhD, MIT (Chemical Engineering)
 - Currently at UW Madison
 - Responsibility for recruiting, retention and assessment
 - Consulting visits this fall, full time in January 2020
- Assistant Dean for Professional Development and Career Services
 - Suprawee Tepsuporn
 - PhD, Harvard (Immunology)
 - Currently at Harvard School of Public Health
 - Arriving October 1
- Assistant Dean for Student Services
 - Search to begin soon

Current Initiatives

- Coordination and Support for UD presence at recruiting conferences
 - SACNAS, ABRCMS, SWE, etc. (let us know about others!)
- Graduate College branding and program marketing campaigns
 - New viewbook, program brochures (with thanks to OCM and colleges)
 - Data Science/Analytics Info Session
- New approach to fellowships
 - Unidel Distinguished Doctoral Fellows, Graduate Scholars, etc.
 - Partnerships, with shared responsibility
 - Expand reach and impact
 - Workshops on effective fellowship nominations
- Holistic admissions workshop

Standing Reports

- Current Graduate programs needs assessment (Mark Parcels)
- Graduate Student Report – Topics of concerns to grad student councilors
 - Results of student survey at next meeting

Staffing of Committees

- Interdisciplinary Curriculum Committee
 - Primary focus (currently) is on procedures for creating/managing Interdisciplinary programs housed in Grad College
 - One faculty member from each College, one grad student, one rep. chosen by Dean
- Graduate Student Life Committee
 - Focus on care/support of grad students/postdocs
 - Three faculty members, three grad students, one rep. chosen by Dean, VP for Student Life (or designee)
- Create/staff Awards and Fellowships Committee (?)
- Bylaws working group needed (?)

College Liaison Reports

- Starting next meeting, a brief (~5 minute) report from a College (rotating alphabetically: CANR is first; delegations can choose who gives this)
 - College's programs and how the Grad College can help:
 - Raise overall grad education profile/importance/excellence
 - Share info about growing strong interdisciplinary programs
- Key achievements across the Colleges

New Business

- Discussion of Priorities for the Grad College Council (Year 1)
 - List generated from combining bullet points from council members
 - Open discussion – try to be succinct

GC Administration

Recruit Dean

Clarify scope of Council

Fundraising campaign

Organizational issues/efficient staffing

Cross-campus Initiatives

Strategic marketing to attract high-quality grad students / unified template

PhD enrollment at the expense of MS students (stipends)

Dual counting of credits for MS

Internal awards for recognition of grad students [internal to department, or GC awards?]

Streamline funding of grad students (multiple sources, etc.)

Information gathering/dissemination

Survey of various types of programs at UD

Specific ways for GCC members to share info within

Colleges/across Colleges

Collect info on admissions practices (especially time to decision for international, etc.)

How needs vary across departments [and whether they're being met]

Interdisciplinary Programs

Existing interdisciplinary programs into GC **with admin support**

Common forms for new interdisciplinary programs

Promote interdisciplinary research

Sustainable model for funding

Promoting interdisciplinary granting opportunities

Recruiting in interdisciplinary programs

Professional Development for Grad Students

Writing support classes for all grad students

Tertiary education teaching certificate (PhD/junior faculty)

Workshops and seminars

Mentoring network across campus

Postdoc professional development

Grad student life

Time off / vacation / leave policies

Work/life balance – EMPOWER

Mental health issues

Support staff for grad student needs

Introduction of New Business

- All Councilors have the right to introduce new business
 - If possible, let Executive Committee know ahead of time so we have slide, but not required
 - Intro should be brief. Generally, ideas will be referred to a committee (or Exec.) for discussion at a future meeting.

Closing business

- Timing of next meeting
 - 10/21 2pm or 3 pm?
2pm worked better for Executive Committee, but we'd prefer not to lose too many Councilors.
- Adjourn