

Grad College Council

7th Meeting (via Zoom)

23 March 2020

Notes

- Everyone is set to Mute on Join. If you wish to speak, you will need to unmute yourself. Please keep yourself muted when you are not speaking.
- We will vote using the **Yes/No** buttons in the 'Participants' view window. Please locate that now.
- You can use the **Raise Hand** button to get the chair's attention.

Agenda

<u>Agenda Item</u>	<u>Estimated Time</u>
1. Call to order	1 minute
2. Secretary's Report	2 minutes
a. Approval of agenda	
b. Approval of minutes	
3. Dean's report and questions (Doren)	15 minutes
a. Online programs, Aviva Heyn	
4. Update on Dean Search (Parcells, Watson, Purciello)	5 minutes
5. Standing reports	
a. Graduate student report – Topics of concern to grad student councilors and others	3 minutes
6. Committee reports	
a. Interdisciplinary Curriculum Committee (Braun)	5 minutes
b. Graduate Student Life Committee (Griffin)	5 minutes
i. Susan Luchey, Blue Hen Leadership Program (tentative)	10 minutes
c. Update on Awards and Fellowships Committee	3 minutes
7. College Liaison Reports	
a. Engineering	5 minutes
b. Activities across Colleges that relate to Grad College mission	2 minutes
8. New business	
a. Corona virus update (Doren)	5 minutes
b. Introduction of new business by Councilors	1 minute
9. Adjourn	1 minute

Call to Order / Secretary's Report

- Approval of agenda
- Approval of minutes

Dean's Report and Questions

- Aviva Heyn, UD Online Graduate Programs



Graduate Council

Coronavirus Update

March 23, 2020

Supporting Our Community

- Graduate College staff are available remotely to support for graduate students.
- More specifics in guidance to Graduate Students and Postdocs
<https://www.udel.edu/content/dam/udelImages/main/photography/campus/coronavirus/campus-guidance-grad.pdf>

While Laboratory Research is Suspended

Personnel will continue to be paid via their current funding sources.

- Grant-funded personnel continue to work remotely and charge grants accordingly. Individual agencies are issuing more specific guidance. (Check Research Office website for updates from agencies).
- Maintain continuity of research and graduate education while working remotely. Some suggestions: data analysis, writing proposals, manuscripts, dissertations, Zoom group meetings, etc. are productive activities.

Mentoring

Research advisors for graduate students and postdocs will need to develop new mentoring practices for their trainees. Some suggestions:

- Advisors should set expectations
 - what work the trainee will be doing
 - how they will communicate
 - what the trainee should expect from their advisor
- Regular group meetings (held virtually) are even more important when casual interactions are not possible.
- Students check in weekly with a written summary of their activities. This allows
 - tracking of each trainee's progress
 - assessment of whether new assignments are leading in productive directions
 - documents the effort

Mentoring

In addition to the usual support that trainees need to develop as researchers, remember that

- many of them will be doing new work, and may need help with the transition
- if they are accustomed to asking frequent questions or getting regular feedback from colleagues at work, they will need alternate means to maintain those interactions.
- they will also be socially isolated
 - Frequent interactions (email, text, Zoom or Skype) will help
 - The Counseling Center has a 24/7 call-in support line for students who feel overwhelmed or depressed

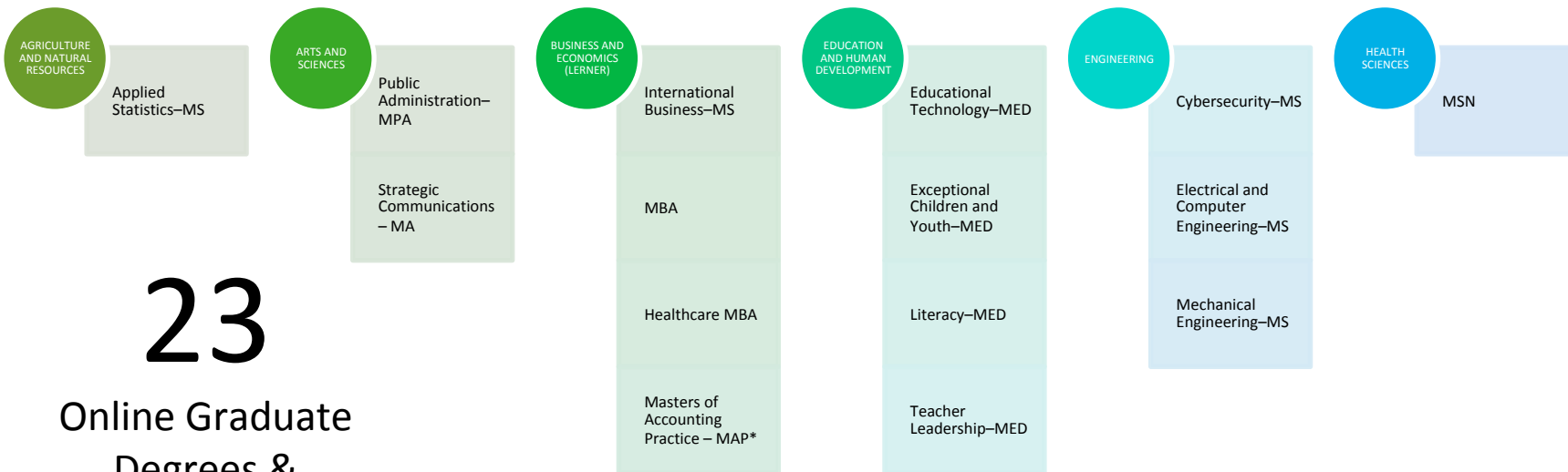
Open Topics & Next Steps -- For Programs

- P/F grading
- Support for graduate recruiting.
 - What can Grad College do to help?
 - Advice on contacting applicants and admits
 - April 15 deadline
- Virtual meetings and events to keep grad students engaged
 - Seminars, dissertation defenses
 - Professional development
 - Virtual coffee/happy hours -
 - Other ideas?

Open Topics & Next Steps -- For Students

- Workshops on TAing online courses
 - CTAL & Faculty Commons will offer virtual workshops; lots of info on their Continuity websites
- Virtual meetings and events to keep grad students engaged (with thanks to GSG for suggestions)
 - Town halls with deans of each college, or on focused topics
 - Office hours with me, Mary, Suprawee, LaRuth
 - Chat sessions – dissertation/thesis writing, teaching, hobbies
 - Professional development
 - Entertainment – movie night, book clubs
 - Coffee/Lunch/Happy Hours (OISS coffee hour every Friday 4-5 pm, scroll down to Zoom Room <https://www1.udel.edu/oiss/coffee/index.html>)
 - Science Café or Comedy + Science?

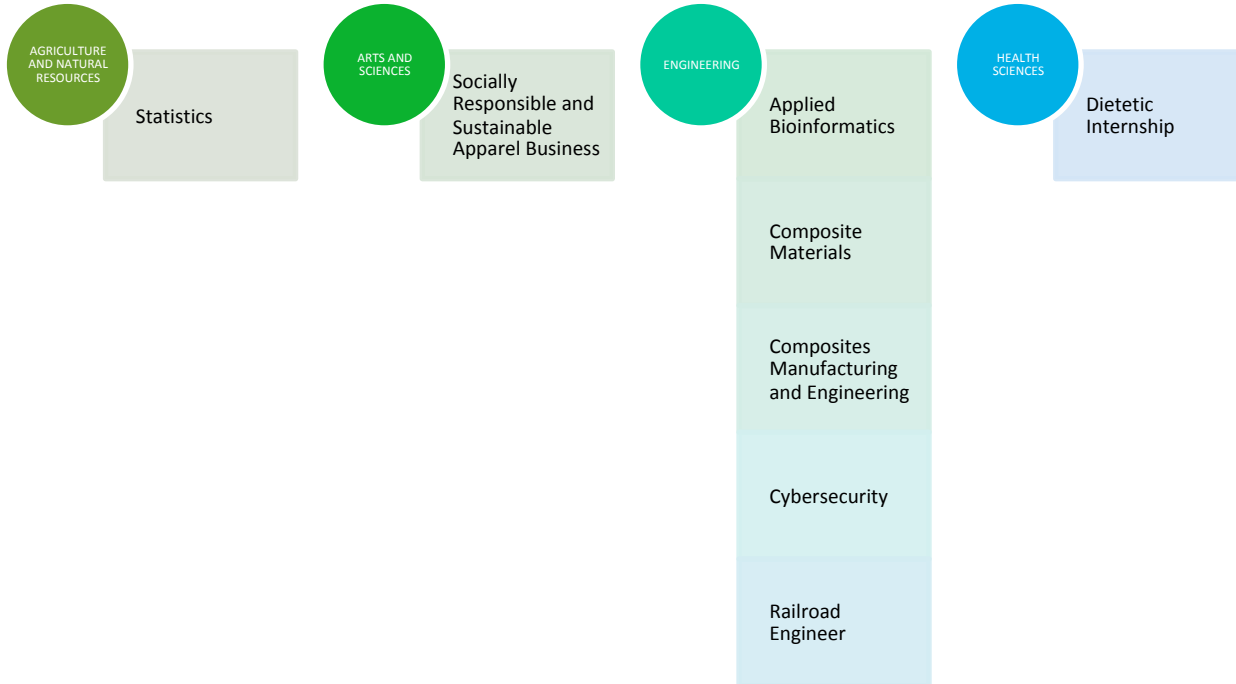
Online Graduate Degrees



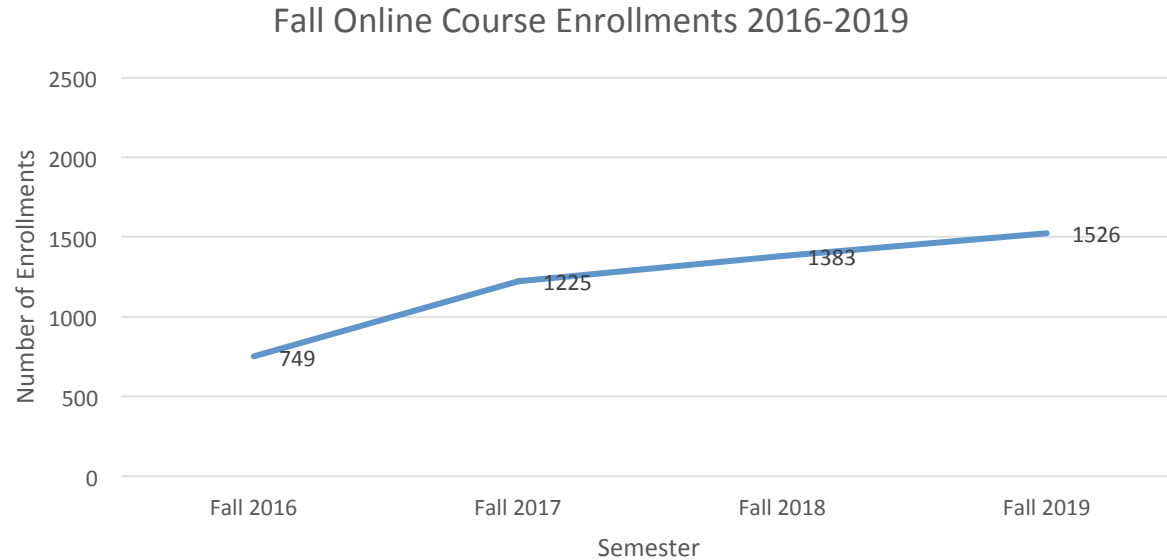
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Online Graduate Degrees & Certificates

Online Graduate Certificates

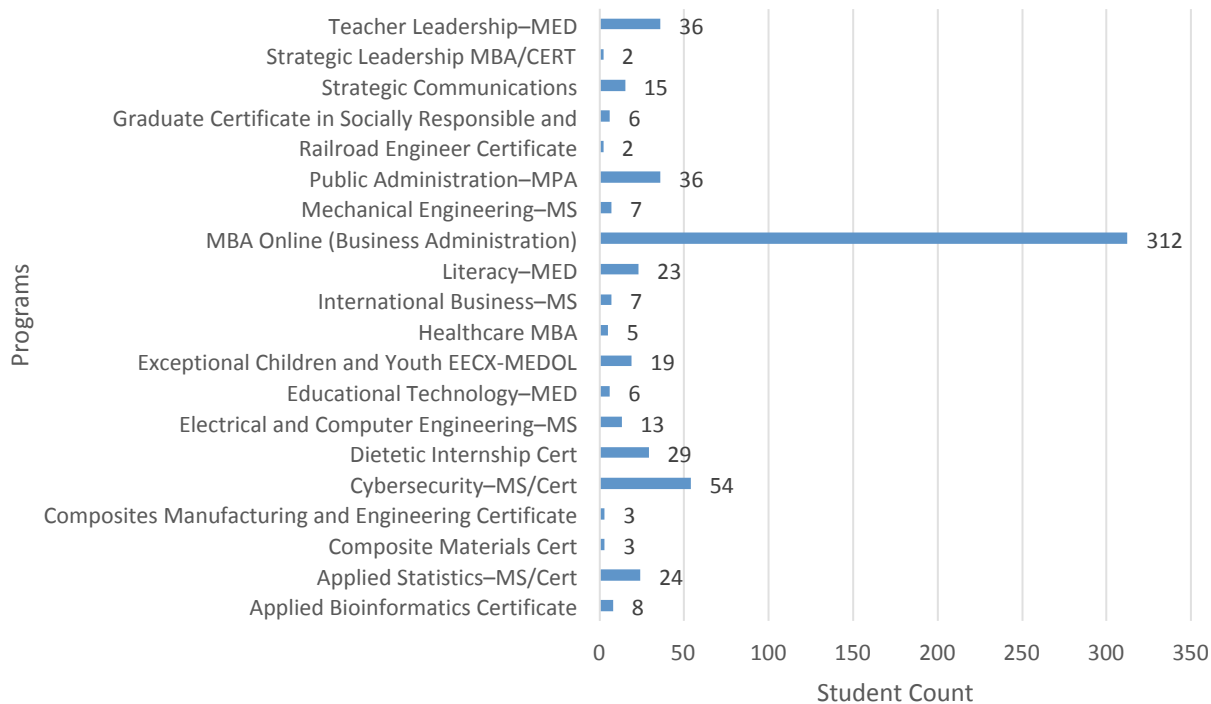


Online Graduate Course Enrollments



Enrollments include graduate degree courses, post-baccalaureate certificate courses, and online graduate courses that are not part of an fully online graduate program.

Online Graduate Programs Student Count Fall 2019*



610
Online Graduate
Students

UD Online at PCS

Instructional design and
online course
development support

Market research and
program marketing

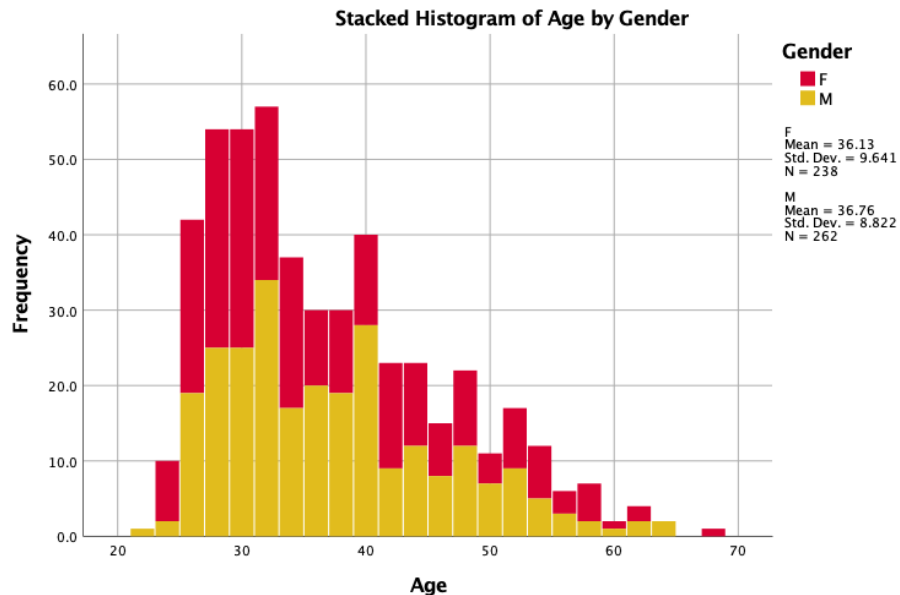
Vendor management,
including payment
facilitation and
management of master
service agreements

State authorization
compliance coordination

Proctoring for online
courses (on-site &
remote)

Manage UD Online
Testing Center and the
Computer-based Testing
Center (high-stakes
testing)

UD Online Student Sample Fall 2018



36

Average Age of
UD Online Student

Upcoming Projects

- Continuity Planning (COVID19)
- New program: Masters in Accounting Practice
- UD Online is working with IR to implement Tableau dashboards for improved data insights
- New state authorization federal rules July 2020

Committee Report: Graduate Student Life (Griffin)

Graduate council March Meeting
Graduate Student Life Committee report

March 23, 2020



Committee Description

- Makes recommendations bearing upon the care and support of graduate, professional, and post-doctoral students.
 - advises the College Dean on the implementation of rules and regulations enacted by the Graduate Council or the Faculty Senate.
 - advises on matters such as graduate student financial aid, graduate student housing, graduate student counseling and placement, and graduate student health and mental health.



Committee members

(Faculty, Students, Administrators)

- Amy Griffin, chair
- Ryan Zurakowski
- Freda Patterson
- Ioannis Vasileios Chremos
- Di Lui
- Shiyun Yao
- LaRuth McAfee
- Kathleen Kerr



March meeting summary

1. The committee met over zoom on March 17 to discuss issues that had not yet been addressed by university communications
2. Outcome of the meeting was an email exchange between Amy and Doug. The next slides will summarize that exchange and give suggestions for council members



Student life committee-related concerns related to COVID-19 that had not been addressed

- Mitigating social isolation
 - Events being planned/planned events will proceed virtually
- Access to technology and internet
 - Resources available through the graduate college
- Performance of essential operations on campus
 - Concerns should be directed to Doug or Mary
- Increased time demand on TA's as courses move online
 - If TA's duties exceed 20 hours/week on average, student should talk to the instructor, program director, and chair (in that order)
- Recruitment issues related to GRE's being postponed
 - Programs may decide to waive GRE scores.



What can graduate council members do?

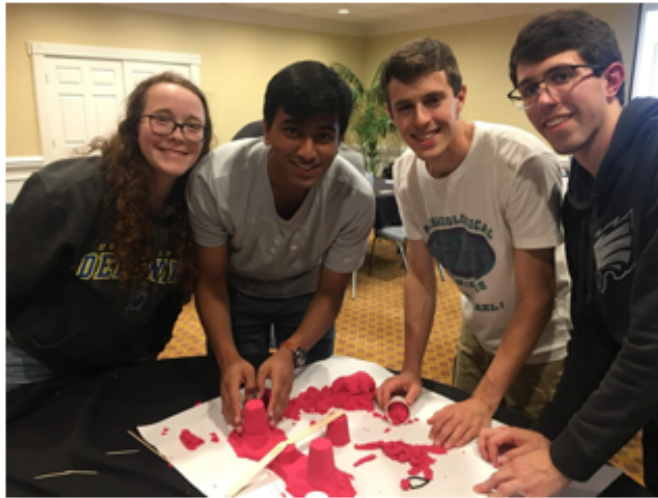
- Reach out to graduate students, postdocs, and professionals in your departments to check if they...
 - need access to laptops and/or internet
 - are exceeding 20 hours of work with TA duties
 - are being asked to come into labs to perform essential duties and don't feel comfortable doing so
- Ask your colleagues to proceed with departmental planned events such as seminars in a virtual format
- If still recruiting, ask your program to consider waiving GRE scores.



Graduate Student Life Committee

- Susan Luchey, Blue Hen Leadership Program

Blue Hen Leadership Program



Recognized as the
***Outstanding Leadership
Program*** in the country by
the Association of
Leadership Educators



Blue Hen Leadership Program

Experiential leadership development

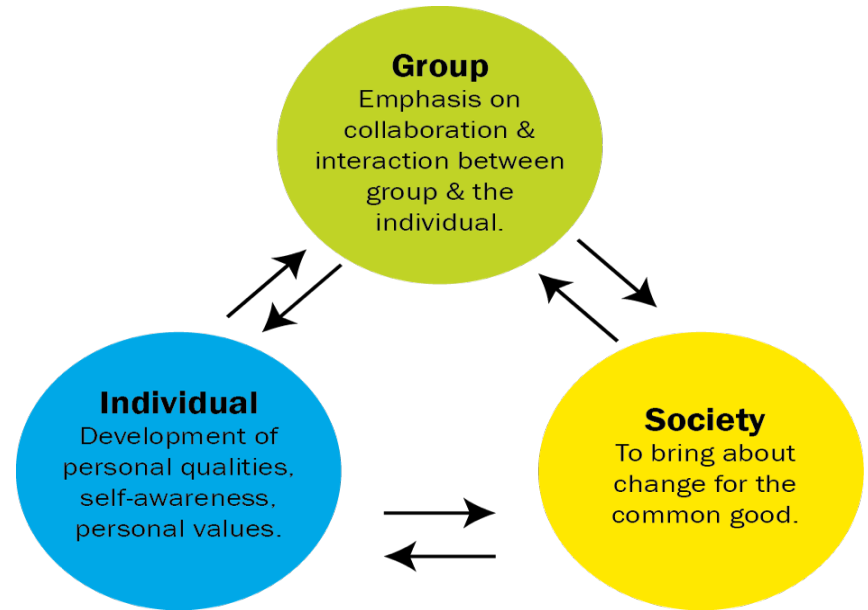
4 tiered program framed by the Social Change Model of Leadership (HERI, 1997)

Tier 1 - self awareness as a leader

Tier 2 - group leadership

Tier 3 - community based leadership

Tier 4 - Capstone experience



Tier 1- self assessment, values, leadership “tool box”



- Tier 1 focuses on the 5 Practices of Exemplary Leadership (Kouzes and Posner, 1987)
- *Model the Way*
- *Inspire a Shared Vision*
- *Challenge the Process*
- *Enable Others to Act*
- *Encourage the Heart*



Tiers 2 and 3

- Tier 2:
 - Group leadership
 - Team project directed by local non-profit
- Tier 3:
 - 3 credit class through OCL
 - Non-Profit sector
 - Design Thinking
 - Social Entrepreneurship
 - Problem solving





Graduate Student Options

Visit www.udel.edu/bhlp

Tier 1: \$100

Tier 2: \$150

Tier 3: \$50



- Create a winter session immersion experience that includes skill building, problem solving, team leadership development through a community project.



Questions?

For more information contact:

QUEST - Susan Luchey, sluchey@udel.edu



Update/Discussion on Dean Search

- Parcels, Watson, Purciello

Standing Reports

- Graduate Student Report – Topics of concerns to grad student councilors

Committee Report: Interdisciplinary Curriculum Committee (Braun)

Committee Report: Interdisciplinary Curriculum Committee



- The ICC consists of
 - Richard Braun (chair), Math, CAS, ribraun@udel.edu
 - Clara Chan, Geological Sci, CEOE, cschan@udel.edu
 - Jennifer Horney, Epidemiology, CHS, horney@udel.edu
 - Shree Inamdar, Plant and Soil Sciences, CANR, inamdar@udel.edu
 - Julie Maresca, Civil and Environmental Engrg, CoE, jmaresca@udel.edu
 - Siyan Wang, Economics, CBE, wangs@udel.edu
 - Mary Martin (Graduate Dean's representative), Graduate College, marym@udel.edu
 - CEHD member TBD
 - (Marie) Nicole Rucker, Graduate student representative (mnrucker@udel.edu)

Committee Update: Awards and Fellowships

- The Graduate College Council Committee on Awards and Fellowships shall be responsible for:
 - (1) making recommendations to the Council for approval of suggested policies and guidelines for awards and fellowships, and
 - (2) helping to recruit reviewers for applications.

The committee shall consist of 7-10 faculty members appointed by the College Council. The membership of the committee should have expertise that reflects the broad diversity of academic disciplines that offer graduate degrees at the University of Delaware.

- Approved in January; hoping to charge the committee soon.
- Current volunteers:
 - Pascha Bueno-Hansen (CAS, Women and Gender Studies)
 - Don Watson (Chemistry)
 - Evan Unsler (Communication Science and Disorders)
 - Erica Selva (Biology)
 - **More members (still) needed** (“reflecting the broad diversity of academic disciplines...”)
 - High impact service: make sure the way fellowships are handled works for your field.

College Liaison Reports

- College's programs and how the Grad College can help:
 - Raise overall grad education profile/importance/excellence
 - Share info about growing strong interdisciplinary programs
- Today - Engineering
- Future presentations
 - 4/27: Health Sciences
 - 5/18: Lerner College of Business and Economics
- Activities across the Colleges that relate to Grad College Mission

College Report: College of Engineering

- Jill Higginson, Associate Dean for Graduate and Post-Graduate Education



UNIVERSITY OF DELAWARE
ENGINEERING

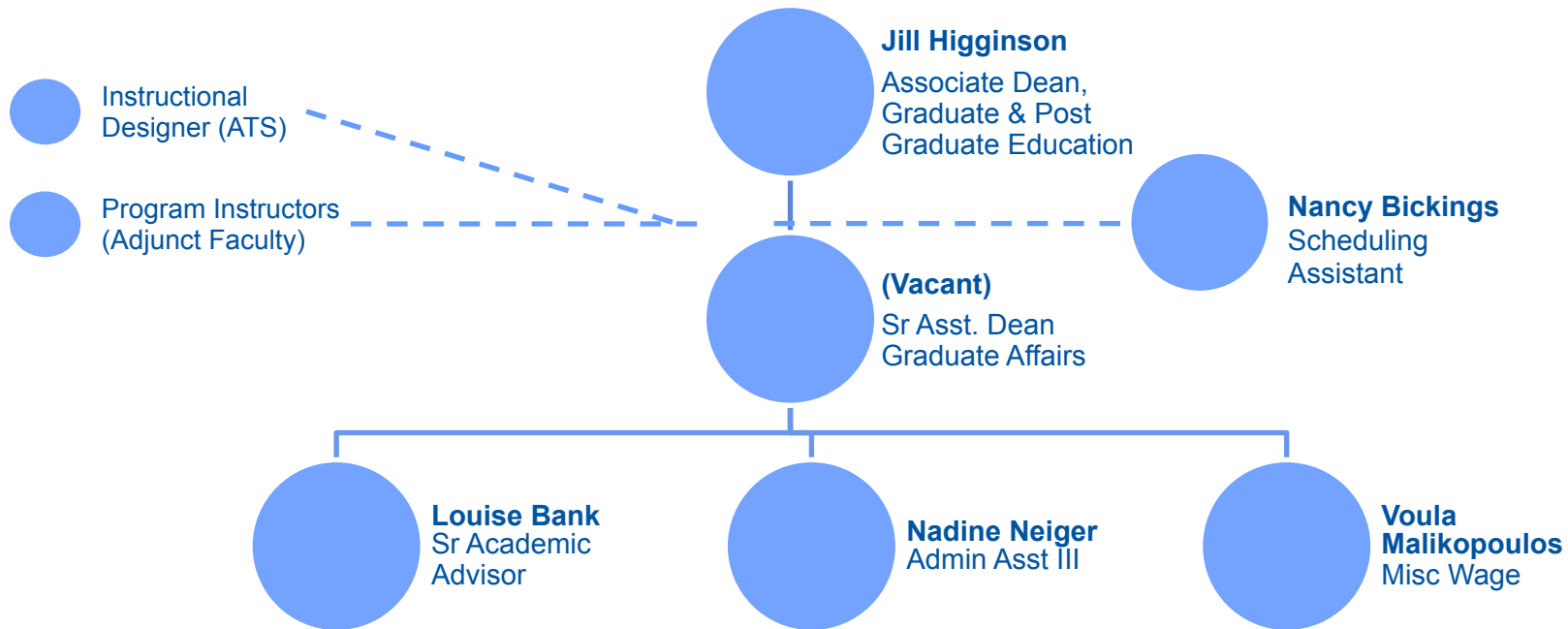
Jill Higginson
Associate Dean, Graduate and Post Graduate Education



UNIVERSITY OF DELAWARE
ENGINEERING

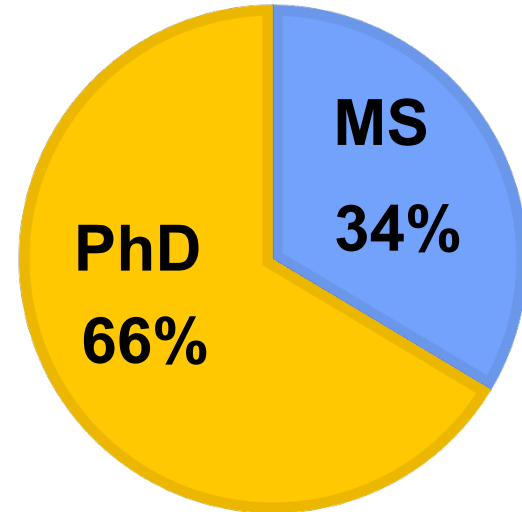
Jill Higginson

Associate Dean, Graduate and Post Graduate Education





F2019			
	# Grads	# Faculty	S/F
BME	52	13	4.0
CHEG	162	28	5.8
CIEG	115	31	3.7
CISC	136	27	5.0
ECEG	229	29	7.9
MEEG	120	30	4.0
MSEG	106	21	5.0
Subtotal	920	179	5.1





1. Biomedical

Dawn Elliott, Department Chair
Christopher Price, Graduate Director
Michelle Pergeorelis, Academic Advisor I

2. Chemical & Biomolecular

Eric Furst, Department Chair
April Kloxin, Graduate Director (Admissions)
Bingjun Xu, Graduate Director (Admissions)

Cinda Younce, Graduate Services Coordinator

3. Civil & Environmental

Sue McNeil, Department Chair
Victor Kaliakin, Graduate Director
Jennifer McConnell, Graduate Director
Chris Reoli, Academic Advisor I

4.a. Computer & Information Sciences

Kathleen F. McCoy, Department Chair
Li Liao, Graduate Director (Admissions)
James Clause, Graduate Director (Matriculated)
Teresa Twohig, Academic Advisor I

4.b. CISC / Bioinformatics & Data Science

Kathleen McCoy, Department Chair
Cathy Wu, Graduate Director
Karen Hooper, Assoc. Director

5. Electrical & Computer

Kenneth Barner, Department Chair
Javier Garcia-Frias, Graduate Director
Gwen Looby, Academic Advisor I

6. Materials Science

Darrin Pochan, Department Chair
Joshua Zide, Graduate Director
Kathy Forwood, Academic Advisor I

7. Mechanical

Ajay Prasad, Department Chair
R. Valery Roy, Graduate Director (Admissions)
Ioannis Poulakakis, Graduate Director (Matriculated)
Melissa Arenz, Academic Advisor I



*to inform and provide best practices in
recruitment, retention, and training of
our graduate students and post-doctoral
researchers in engineering and computer
science*

- Advisement
- Assessment
- Budget, fellowships
- Communications
- Curriculum
- Degree audit
- Data and Enrollment Management
- Inclusion, diversity and wellness
- Interdisciplinary
- Liaison across UD offices
- Marketing and recruitment
- Online / partnerships
- Post-doctoral studies
- Program Policies
- Strategic planning and analysis
- Student support services



GENERAL

- Support COE departmental graduate program coordinators
- Disseminate [Graduate Student Advising Resources](#)
- Broad recruitment communications including specific names databases
- Share information regularly with grads and post docs
- “Pathway” option as holistic admission alternative to departments

COVID-19

- Communications
- Community
 - [EMPOWER](#)
 - [Morning check-in](#)
- Continuity
 - ProctorU alternative



How the Grad College can help!

GENERAL

- Marketing via social media (events, recruiting, etc.)
- Create internal webpages for transparency with Colleges / departments:
 - Posting 2020-2021 Graduate fairs and conferences
 - Develop and share schedule for a 2020-2021 communication plan
 - Grad College events (Open House, Admit/Yield) with sample schedules each college/department can “plug” into
- Regular meetings with Registrar to clarify program policy, curriculog and degree audit process
- Continue new professional development workshops (great responses thus far!)
- Regular meetings w/ Grad College, PCS and each College in the coming year for strategic online programming and support
- Budget model for interdisciplinary programs

COVID-19

- Bridge funding if needed
- Community activities
- ProctorU alternative

Contact:

Jill Higginson

higginson@udel.edu

Committee Report: Interdisciplinary Curriculum Committee

- Themes for interdisciplinary programs included:
 - It is difficult to navigate the process to get the program approved; more detailed procedures would be helpful
 - Once programs are running, they are ad hoc
 - Time for teaching, directing or supporting needs to be found/paid
 - Administering the day to day things, like pay, often spread around many departments
 - Courses often depend on departments delivering them
 - After a while, the burden may fall to one dept or college
- Hopes for the Graduate College...

Committee Report: Interdisciplinary Curriculum Committee

- Hopes for the Graduate College from these programs include:
 - Home for staff to centrally administer program(s)
 - Funding for students (varies by program)
 - Clear budget policies
 - Rubrics for courses
 - Advertising for programs
 - Templates for proposing, establishing and funding programs
- Surveys were filled out by these programs, and the results are expected to be available in the UD domain

Committee Report: Interdisciplinary Curriculum Committee



- The ICC consists of
 - Richard Braun (chair), Math, CAS, rjbraun@udel.edu
 - Clara Chan, Geological Sci, CEOE, cschan@udel.edu
 - Jennifer Horney, Epidemiology, CHS, horney@udel.edu
 - Shree Inamdar, Plant and Soil Sciences, CANR, inamdar@udel.edu
 - Julie Maresca, Civil and Environmental Engrg, CoE, jmaresca@udel.edu
 - Siyan Wang, Economics, CBE, wangs@udel.edu
 - Mary Martin (Graduate Dean's representative), Graduate College, marym@udel.edu
 - CEHD member TBD
 - (Marie) Nicole Rucker, Graduate student representative (mnrucker@udel.edu)



Committee Report: Interdisciplinary Curriculum Committee

- The ICC has met to discuss interdisciplinary programs:
 - Experiences
 - Needs
 - Advice
 - Hopes for the Graduate College
- The meetings were modeled after a meeting called by Samuel Lee (physical therapy; BIOMS) that included several program directors, together with Doug Doren and Buz Swanik
- Two ICC meetings followed with discussion of the following programs: Microbiology; Epidemiology and Public Health; Water Science and Policy; Bioinformatics; Financial Services Analytics; MS in Data Science.
- Several themes emerged....

Activities across Colleges that related to Grad College Mission

- Anyone have anything new?

New Business: Corona Virus (COVID-19) update

- Interim Dean Doug Doren on UD and Grad College response
(Additions to what's already been discussed.)

Introduction of New Business

- Mental Health Intervention Training for Graduate Program Directors
 - Don Watson
- All Councilors have the right to introduce new business

Closing business

- Timing of next meeting
 - Monday, April 27, 2pm (Zoom-only or Zoom-option, as appropriate)
- Adjourn

##### Graduate Council Faculty Representatives (* indicates member of Executive Committee)				
College	Representative	Alternate	Attended (Y/N)	
				Note- attendance from Zoom meeting call.
Agriculture and Natural Resources				
	Mark Parcels *	TBD	Y	
	Shree Inambdar	TBD		
Art & Sciences				
	Melinda Duncan	Erica Selva		
	Don Watson	Andrew Teplyakov		
	Richard Braun	Petr Plechac	Y	
	John Xiao	Federica Bianco	Y	
	Siobhan Carroll	Will select in the fall	Y	
	Alexander Selimov	Gladys Ilarregui	Y	
	Greg Dobler	Danilo Yanich	Y	
	Amy Griffin	JP Laurenceau	Y	
	Gretchen Bauer	Jenny Lambe	Y	
		Pascha Bueno-Hansen		
	Vimalin Rujivacharakul		Y	
	Owen White	Tom Powers	Y	
	Ann Bell *	Belinda Orzada		
	Maria Anne Purciello	Ashley Pigford	Y	
	Nigel Caplan	Michael Fields		
Earth Ocean and Environment				
	Clara Chan	Saleem Ali		
	James Corbett *	Saleem Ali	Y	
Education and Human Development				
	Danielle Ford *	TBD	Y	
	Bridgette Johnson	TBD		

Engineering					
	Julie Maresca	Li Liao	Y		
	Joshua Zide *	Herbert Tanner	Y		
	Ryan Zurakowski	Anthony Beris	Y		
	Gonzalo Arce		Y		
	Arthi Jayaraman				
	Chris Kloxin		Y		
Health Sciences					
	Freda Patterson	TBD	Y		
	Karin Silbernagel	TBD	Y		
	Regina Wright	TBD	Y		
	Diane Chugani *	TBD	Y		
Lerner College of Business and Economics					
	Greg Kane *	TBD	Y		
	Suresh Sundaraman	TBD	Y		
	Siyang Wang	TBD			
	Paul Laux	TBD	Y		
	Sri Beldona	TBD			
Professional and Continuing Studies					
	George Irvine	Aviva Heyn	Y	Y	
Ex Officio (non-voting)					
	Doug Doren		Y		
	Charlie Riordan		Y		
Graduate Student Representatives					

	Shiyun Yao		Y		
	Eileen Young		Y		
	Nicole Rucker *		Y		
	Di Liu		Y		
	Ioannis Vasileios Chremos *		Y		
	Andrew Kuczmariski **		Y		
	Stanley Ayodeji Ohikhuemeh				
	Graduate College Staff				
	Mary Martin		Y		
	Suprawee Tepsuporn		Y		
	Carol Steinbrecher		Y		