

Graduate Council Meeting Minutes
October 12 2020
Unapproved---as of October 30

Enclosures are part of these minutes by reference:

- Chair's meeting slides
- Draft of Mission and Vision Statements.

Attendance: Parcels, Rossi, Riordan, Racicot, Zide, Laux, Yanich, Griffin, Martin, Watson, Hutchison, Botello, Steinbrecher, McConnell, Lenhoff, Purciello, Ford, Kane, Pic, Dobler, Zurakowski, Miller, Wang, Bell, Caplan, Thomas, Davis, Maresca, Perry, Braun, Heyn, Okoye, Tepsuporn, Rechsteiner, Chan, Davis, Sarkar, Daniels, McAfee, White, Alexo, Wei, Johnson, Bais, Salisbury, Silbernagel, Davis, Corbett, Patterson
(Attendance is assessed from Zoom screens.)

- Meeting called to order at 330PM
- Secretary report—Agenda and Minutes approved
- Dean's report
 - Update on mission, vision, and strategic plan
 - 2 week comment period is now open for mission and vision. Pls send to Dean, who will incorporate/react to comments, and send revision to Chairperson by Oct 30.
 - The proposed Mission and Vision statement is included in these minutes by reference. (Note added later: A copy that is up to date as of October 30 is included in the Council Meeting Minutes Google Drive folder.)
 - Budget update: Graduate students are not affected by the 5% reduction announced by the President, nor are post-doctoral fellows. Post-doctoral researchers are impacted. (Note added later: The post-doctoral researcher policy was changed later in October, after the date of this meeting.)
 - Recent research townhall had extensive discussion—it is recorded and available online.
 - Monthly meetings with program directors have been implemented within the Grad College
 - Diversity Equity and Inclusion: The Dean and OEI have been working on a specific response to last summer's petition from graduate students, and a date for a meeting with grad students will be set
 - Graduate students continue to comment on lack of space for graduate students on campus. There is a graduate room in the library, and a second workspace there that is closed during Covid. But it is not enough for our 4000 grad student population. Please keep this in mind as a need for the future.
 - Graduate College is actively marketing UD programs. The focus right now is on data science masters programs, but looking for ways to link to other marketing strategies. Also working on thematic recruiting as a marketing strategy (providing

info according to themes not programs). Colleges each have a marketing person, who should be able to help for individual programs.

- Question from floor. How to move from mission/vision to strategic plan? The Dean would like to discuss over time.
 - Need objectives (specific achievement points), action items (things that are done), and prioritization (the order in which things should be done).
 - Process: Form a single working group for each item in our vision to work on these things. Diversity equity and inclusion will inform every objective. We do not need to create everything from scratch--we have the Graduate College White Paper and Graduate Student Life Task Force report to work from, for example.
- What timeline? The Dean sets the goal to have working groups by end of month—Dean will work to assemble these. Asks groups to deliver recommendations by November 30. Then over December to mid January, College will coordinate with working groups on overlaps, etc. Over January to Feb 15, will make a draft of a plan to distribute to groups. From February 15 to March 15, will be released to the Graduate Council for comment. The intention is to have the plan completed by March 30.
 - The Dean overviewed the list of goals to set up working group structure
 - Enhance grad student community. Dean suggests composition for a working group (see his slides, enclosed)
 - Innovation in grad education. Dean suggests composition for a working group (see his slides, enclosed)
 - Professional development. Dean suggests composition for a working group (see his slides, enclosed)
 - Recruitment and retention. Dean suggests composition for a working group (see his slides, enclosed)
 - Graduate research. Dean suggests composition for a working group (see his slides, enclosed). Important to represent both STEM and non-STEM.
 - Question from the Chair: Would the Dean suggest to table his (the Chair's) plan for new standing committees, in view of these steps on mission/vision/strategic plan? The Dean responds we should not stop the operational work of the Graduate Council because of strategic plan process, but keep moving
- Standing Committee reports:
 - Graduate students (Famatta Perry). Committee will meet tomorrow, and will report after that.
 - Interdisp. Curriculum Comm. (Richard Braun). Topics under discussion, no final actions. Expect more programs to join college soon (see slide)
 - Graduate Student Life. (Amy Griffin) New grad students have been added to the committee. Will meet on Oct 19. Agenda is on slides. Asks if Council wishes any additional items to be added.

bringing in tech skills and uniting with people with tech skills can improve outcomes. A certificate focused on cities but bringing in informatics and data science is an opportunity. Please bring ideas.

- Is representation of Biden School on the Graduate Council sufficient with reps being formally from other colleges? Faculty of Biden School is very broad. It is a discussion that the School would welcome if consistent with Council needs. Traditionally such things are proportional, and that would be expected to continue.
 - We will restart a new cycle of College reports next month with CANR.
- No mentions of notable activities across the Colleges that the Council should be aware of were raised.
- New business
 - Members have been invited to a Google docs folder for Grad Council comments, etc. The link will be re-sent.
 - Request from the Chair to comment on the materials on new committees that are in that folder now. Discussion can come after, with intended vote at next meeting
 - Next meeting is set for November 9 at 3:30 PM on Zoom



Grad College Council

2nd Meeting of Fall 2020

12 October 2020

Agenda

Graduate College Council Agenda – October 12, 2020

1. Call to order: 3:30 PM
2. Secretary's Report
 - Approval of agenda
 - Approval of minutes (from September meeting)
3. Dean's report and questions (Rossi)
 - Update on Mission and Vision Statement (call for comments, mechanism, timeline, vote)
 - 2-week comment period, on agenda for final discussion and vote in November
 - Strategic plan, mechanism and timeline (diagram of activities)
 - Update on Covid-19 Issues and Policies, Q&A period
 - Student Life Report
4. Standing reports
 - Graduate student report –Famatta Perry, CANR rep
5. Committee reports
 - Interdisciplinary Curriculum Committee (Richard Braun)
 - Graduate Student Life Committee (Amy Griffin)
 - Awards and Fellowships Committee (Don Watson update)
6. College Liaison Reports
 - Biden School – Greg Dobler, Danilo Yanich
 - Activities across Colleges that relate to Grad College mission
7. New business
 - Mechanism for Grad Council comment on proposals (Share drive vs Googledocs folder vs emails)
 - Discussion for the establishment of possible new standing committees (Parcells proposal)
 - Equity and Inclusion¹
 - Data Management and Assessment²
 - Communication and Marketing³
8. Adjourn

Call to Order / Secretary's Report



- Secretary Dr. Paul Laux
- Approval of agenda
- Approval of minutes (September 2020)

Report of the Graduate College Dean

3. Dean's report and questions (Dean Rossi)

- Update on Mission and Vision Statement (call for comments, mechanism, timeline, vote)
 - Proposed 2-week comment period, on agenda for final discussion and vote in November
- Strategic plan, mechanism and timeline (diagram of activities)
- Update on Covid-19 Issues and Policies, Q&A period
- Graduate Student Life Report



Standing Reports

- a. Graduate student report: – Topics of concern to grad student councilors and others (Famatta Perry, GSG, CANR)

Committee Reports

5. Committee reports

- Interdisciplinary Curriculum Committee (Richard Braun, chair)
- Graduate Student Life Committee (Amy Griffin, chair)
- Awards and Fellowships Committee (Don Watson or new chair)

ICC Report (1 slide)

- The ICC met on Monday Oct 5th virtually
- Meeting dates set for rest of semester
- The committee expects that at least 5 programs will be starting the process to enter the graduate college this fall:
 - MS in Data Science
 - MA/PhD in Education and Social Policy
 - Certificate in Engagement
 - MS/PhD in Microbiology
 - MS/PhD in Water Science and Policy
 - PhD in Neuroscience (added)
- We continue to work out processes and proposal formats for this

Graduate Student Life Committee report

Oct. 12, 2020

2020 - 21 Committee members

- Amy Griffin (chair, faculty member)
- Freda Paterson (faculty member)
- Ryan Zurakowski (faculty member)
- Ioannis Vasileios Chremos (student member)
- Hayden Boettcher (student member - *new*)
- Jessica Thomas (student member- *new*)
- Kathleen Kerr (Graduate Student Life)
- LaRuth McAfee (Graduate College)

Graduate Student Life Committee report

Oct. 12, 2020

Agenda items for upcoming meeting on Oct. 19

- How to make new graduate student orientation more organized
- Impact of synchronous lectures on international students who are in time zones 10-12 hours different than EST
- Mental health issues specific to graduate students and postdocs
- Lack of communication and explanation of the \$100 increase regarding the graduate student fee
- UD financial deficit impact on graduate students
- Parental leave
- UD bus system issues (services and the app)
- Grief support for students
- Initiatives from graduate programs and Graduate College to address campus climate concerns
- Other items to add???

Committee Reports



Awards and Fellowships Committee (Dr. Don Watson, current chair)

- Over the summer, developed a survey of program directors to gather information on the needs and practices of individual programs regarding fellowship.
- Survey sent out by the College (LaRuth McAfee) and closed last Friday. We expect the results to inform recommendations for fellowship processes in future years.
- In the meantime, the committee has met and formulated interim recommendations to Dean Rossi regarding the process for this year. **I am happy to share those recommendations.**
- One key expectation is that the committee will help in recruiting faculty for the review of the fellowship nominations.
- **We need broader representation on the committee**, particularly for helping in this process... particularly in the **Arts and Humanities**.
- Also **seeking new chair for the committee** for this year... volunteers are more than welcome.

Graduate Awards and Fellowship Committee

Report Received in email from Dr. Don Watson (CAS), chair

- 1) The survey that we fielded is due this week, so that data will not be helpful for decisions this year.
- 2) LaRuth has a workable plan for the fellowship process for this year, but we need to edit the documents in the nomination calls to be more clear and more specific about what is being asked for.
- 3) The fellowship committee needs new blood. Several members who are not on the GCC any longer withdrew, and several other members are GCC alternatives. In general, the committee is heavy on natural sciences and STEM, and there is no coverage of arts... This will be critical to address asap, as we recommend using the committee to help recruit reviewers for the fellowships.
- 4) We make specific recommendations regarding fellowship nomination processes in the document.

College Liaison Reports

a. College Program Reports:

The Joseph R. Biden, Jr. School of Public Policy and Administration – Presented by Drs. Greg Dobler and Danilo Yanich

b. Activities across Colleges that relate to Grad College mission

New Business: Discussion of Possible Establishment of New Standing Committees

7. New business

- Mechanism for Grad Council comment on proposals (Share drive vs Googledocs folder vs emails)
- Discussion for the establishment of possible new standing committees (Parcells proposal)
 - Equity and Inclusion¹
 - Data Management and Assessment²
 - Communication and Marketing³
- **Note:** Seeking input on committee proposals. Modifications to proposal, discussion and vote on establishment of these standing committees to come at November meeting.

Introduction of any Additional New Business

- All Councilors have the right to introduce new business

Closing business

- Timing of next meeting
 - Monday, November 9, 2020, 3:30 PM

8. Adjournment

Graduate College Council

Dean's remarks
11 Oct 2020

Mission and vision statement

Two week comment period ending October 26.

Final version and response to the Graduate Council by October 30 for action.

Announcements and updates

Budget update (graduate students, postdoctoral fellows, *postdoctoral researchers*).

COVID update.

Regular monthly meetings with Program Directors.

Diversity Equity and Inclusion. Deans, OEI → Graduate students.

Graduate space at UD.

Marketing strategy for the Graduate College.

From Mission to Vision to Strategic Plan

Mission: Broad statement about the purpose of an organization.
Evergreen.

Vision: Long term goals for an institution.

Objectives: Specific achievements. Measureable (may have multiple metrics).

Action items: Things that are done.

Prioritization: The order in which things are done.

Process and timeline (1 of 2)

Form a single working group for each goal.

Diversity, equity and inclusion should inform every objective and priority.

Operational excellence and continuity should inform every objective and priority.

We will not be creating objectives from scratch:

- Graduate College white paper
- Graduate Student Life Task Force and references therein.

Process and timeline (2 of 2)

October 30: Working groups charged.

November 30: Working groups deliver recommendations objectives, metrics, action items and reasoning.

December through January 15: Graduate College coordinates working group recommendations.

January 15 through February 15: Draft of integrated strategic plan released to working groups for revision and polishing.

February 15-March 15: Draft strategic plan released to Graduate Council for comment.

March 30: Release of Graduate College Strategic Plan.

Goal #1: Graduate Community

The Graduate College will enhance graduate experiences by building a welcoming, respectful, strong, diverse and resilient graduate community.

Working group composition:

- Graduate Council Student Life Committee (2)
- Division of Student Life (2)
- Graduate Student Government (2)
- Center for Counseling and Student Development (1)
- Office of Equity and Inclusion (1)
- Graduate College (1)

Goal #2: Innovation in Graduate Education

The Graduate College will enhance graduate experiences by fostering innovation in graduate education, especially in creating and supporting interdisciplinary programs, delivering online courses and programs and extending educational opportunities to nontraditional learners.

Working group composition:

- Graduate Council Interdisciplinary Curriculum Committee (2)
- Graduate Student Government (1)
- Research Office (1)
- Graduate College (1)

Goal #3: Professional development

The Graduate College will enhance graduate experiences by providing opportunities for professional development so that graduate students can achieve their career aspirations.

Working group composition:

- Graduate Council/Program Directors (3)
- Graduate Student Government (1)
- Center for Career Services (1)
- Graduate College (1)

Goal #4: Recruitment and retention

The Graduate College will enhance graduate experiences by recruiting and retaining the best and brightest students.

Working group composition:

- Graduate Council/Program Directors (2)
- Graduate Student Government (1)
- Office of Communication and Marketing (1)
- Enrollment Management (1)
- Graduate College (1)

Goal #5: Graduate Research

The Graduate College will enhance graduate experiences by supporting, developing and enhancing opportunities for graduate research, scholarship and creative expression.

Working group composition:

- Graduate Council Awards Committee (3)
- Graduate Student Government (1)
- Research Office (1)
- Graduate College (1)

Mission and Vision Statement for the University of Delaware Graduate College

Mission

The mission of the Graduate College is to achieve excellence in graduate education and graduate research, scholarship and creative expression at the University of Delaware. In doing so, the Graduate College will elevate the stature of our graduate programs nationally and internationally.

Vision

Established in 2019, the University of Delaware Graduate College is an expression of the will of the faculty and administration at the University to dedicate itself to the needs and aspirations of our graduate students. We will advocate for our graduate students' and postdoctoral fellows' success and well-being in all parts of their lives on and off campus. The Graduate College will enhance graduate experiences by:

- **building** a welcoming, respectful, strong, diverse and resilient graduate community,
- **fostering** innovation in graduate education, especially in creating and supporting interdisciplinary programs, delivering online courses and programs and extending educational opportunities to nontraditional learners,
- **providing** opportunities for professional development so that graduate students and postdoctoral fellows can achieve their career aspirations,
- **recruiting and retaining** the best and brightest students,
- **supporting, developing and enhancing** opportunities for graduate and postdoctoral research, scholarship and creative expression.

We place the highest value on our common humanity, and therefore we will reflect and act upon issues of diversity, equity and inclusion in the decisions that we make. Operational excellence and operational continuity will be our guiding organizational principles. Best practices, data and evidence will inform all our actions, and we will maximize our impact by working harmoniously with the Graduate Council, the University's other colleges and units, as well as partners from outside the university.