Minutes of the
Graduate Directors Meeting
Thursday, November 13, 2014
11:00am-12:00noon, Kettler Hall G83

PRESENT: Brian Fife (Public Policy), Jeong-il Cho (Special Education), Paul Lin (Technology), Frank Paladino (Biology), Abdullah Erglu (Engineering), David Cochran (Engineering), Marcia Dixson (Communication), Jane Leatherman (Professional Studies), Jin Soung Yoo (Computer Science), Deb Poling (Nursing), Carol Sternberger (OGS), Brenda Blazier (OGS), Susan Humphrey (OGS)

Guests: Carly Thompson (GSO)

ABSENT: Amy Nitza (Counselor Education), Max Montesino (OLS), Maneesh Sharma (MBA), Lewis Roberts (English & Linguistics), Carolyn Lindquist (Educational Leadership), Brian Mylrea (OIE), Doug Weakley (Mathematical Sciences), Terri Swim (Educational Studies), Barton Price (Graduate Advisor)

The meeting was called to order by Carol Sternberger at 11:00 a.m.

- Approval of agenda by consensus – Carol encouraged everyone to add items to future agendas. (Handout A)

- Approval of October 9th minutes by consensus (Handout B)

- Carol will be going to Purdue – West Lafayette (PU-WL) next week on Wednesday night so that she can meet with Regional Campuses and Dean Fenton in the President’s Office on Thursday morning to discuss the issues we have with PU-WL’s control over Graduate Studies. Carol would like to have input from the graduate directors, including the IU programs, to take with her next week. Marcia Dixson suggested a concern for the composition of the Graduate Council since IPFW only has 1 representative. Carol expressed concern that PU-WL continues to make policies which are mandated to us.

- Carly Thompson gave a GSO update of upcoming events: (Handout C)
  - The Imaginary Invalid – Saturday, November 22nd, 8pm, Williams Theatre.
  - Poster Presentation Workshop – Chris Culkin will present creating and presenting posters – Friday, December 12th, 1pm, Rhinehart Music Center 235
  - IPFW vs. IUPUI Basketball Game – Sunday, January 4th, 7pm – must have RSVP’s from students since Graduate Students will be recognized at the game from the balcony area
  - Chili Cook-off and Dessert Auction – Friday, February 20th, 5:30-7:30pm, IPFW Alumni Center

Carol would appreciate graduate directors volunteering to bring chili or desserts
• Admission Deferment Questions – only 1 deferment and for up to only 1 year – same for IU as PU – it would be best to grant a 1 year deferment for a student and they don’t have to use it because you can’t grant two - 6 month deferments. If student is admitted but doesn’t register, they must be reactivated before they can register.

• Fall 2014 Graduation Lists are due to the Office of Graduate Studies (OGS), KT 263 on Tuesday, 12/23/14 by 12 noon – if you are able to get them delivered earlier it would be greatly appreciated. OGS will be closed on Wednesday, 12/24/14. The OGS is creating the Candidate Certification Copy Audit Forms for Fall, 2014 Graduation and mailing them to the PU programs this week. They are due back in our office by 12/5/14. Form 7 - Final Examination Forms for PU programs are also due back to OGS by 12/5/14.

• USAP update – Carol has an excellent committee of Marcia Dixson, Lewis Roberts, Maneesh Sharma and Ali Alavizadeh helping her write the USAP goals. The USAP report will be presented to the graduate directors. Carol will send out the link to training for the software.

• COGNOS reports – Carol demonstrated how to run the COGNOS reports “Newly Admitted Graduate Students Not Registered” and “Graduate Students Not Re-Registered”. Carol suggested that they select delivery method of email report. Carly has created a spreadsheet with all of the programs’ responses back to OGS documenting why these students did not register. We have also started a database for Conditional Admissions.

• IPFW Enrollment Summary Report (Handout D) for Purdue Graduate School was presented by David Cochran. David will be presenting this report at PU-WL on Thursday, 11/20/14. In the future IU data will also be provided. Overall enrollment increased from 214 graduate students in 2013-14 to 230 graduate students in 2014-15 for domestic and from 22 to 29 international graduate students - with a grand total of 259 Graduate students. David asked the directors for an explanation why women make up 65% and men 35%? It was agreed that those percentages reflected the Nursing program since IU programs are not included in this data. The second page of this report was a break out by college: College of Arts and Sciences – 85, College of Engineering, Technology and Computer Science – 92 and College of Health and Human Services - 82. It showed International students increased by 7. The final page was percentages of change – College of Arts and Sciences increased the most overall. Carol will have the IU data in about a month.

• The upcoming Graduate Director Meeting Dates are:
  o Thursday, December 18th – 11:00 am – 12:00 noon, KT 178
  o Thursday, January 15th, 12 noon – 1 pm, KT 178
  o Thursday, February 12th, 11 am – 12 noon, KT 178
  o Thursday, March 19th, 11 am – 12 noon, KT 178
  o Thursday, April 16th, 11 am – 12 noon, KT 178
  o Thursday, May 14th, 11 am – 12 noon, KT 178

The meeting was adjourned at 12:00 p.m.
Submitted by:
Brenda Blazier, Office of Graduate Studies