**Indiana University Graduate Faculty Council**

**23 March 2020**

**2:00 – 3:30 pm**

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| Present: William Allegrezza, Lucas Adams, Margaret Bauer, Janice Blum, Deena Carson, David Daleke, |

Jill Fehrenbacher, Lessie Frazier, Dominique Galli, Spencer Hall, Edwina Helton, Ed Hirt, Stacie King, Karen Kovacik, John Macy, Larry Moss, Massimo Ossi, Fred Pavalko, Ben Perrin, Scott Shackelford, Rebecca Slotegraaf, Mary Waldron, Diane Willie, James Wimbush, Jeff Rutherford

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| **TOPIC** | **ITEMS/DISCUSSIONS** | **OUTCOMES/DECISIONS (in bold)** |
| Approval of minutes |  | Minutes approved |
| Updates from the Dean | Dean Wimbush: The Chancellor and Provost are meeting daily with Deans. President and Executive V-Presidents are meeting. All are deeply engaged. Several emails of concern over international student housing issue. All IUB graduate students who appealed to stay have been granted ability to stay in IU housing. On research: IU and Purdue are keeping labs open, subject to change; School of Medicine is drafting response. The President will be making a statement later today on students, temporary, and hourly employees, given Governor’s stay-at-home order that came out at noon. All libraries are closing as of 5pm today until campus is opened again; electronic collections are still available.  David Daleke on academic matters: IUB previous policy requiring candidate and chair to be on campus has been suspended. The signature page will be handled through email communication from committee members to recorders. We have already received several and have targeted communications to those with defenses scheduled through May and we will extend this. Jeff Rutherford has put together a new web page with instructions and resources. Issue of Candidacy deadlines and requests can be sent to waive those deadlines. Whether or not if a student is delayed and needs to move defense the tuition needs to be waived? This is a Graduate School (that students be registered when they receive degrees) and not Registrar policy.  Jeff Rutherford on academic matters: The need to show continuing enrollment for doctoral students can also be appealed. These are students on the edge of finishing or students who have delayed defense into the summer. We may need something more general for students. Would appreciate feedback.  David Daleke: The continuous enrollment requirement does not include summers.  Janice Blum on academic matters: IUPUI will send out email encouraging use of zoom for seminar and defenses. This is not new for us. We have not had any requests related to summer and it is not typically an issue for us. Typically, students are in G901, most of the time 80-90% the program pays the fee back to itself so students are not often impacted. We try to accommodate students and are open to petitions. Trying to ensure less stress for students. | Mary: After summer you’ll be conferring with Deans?  David: Yes, there are multiple layers of complexity. Want to tackle summer issues.  Janice: Students on academic appointments will keep health insurance even if they are not getting paid. I recommend both pay and appointment but keeping health insurance should be a priority.  Jeff: President is intending to continue paying students.  Lessie: What constitutes ongoing graduate coursework?  David: Difficult to assess this. We give maximum flexibility to faculty.  Karen: Pass/Fail option?  Janice: We are discouraging this because many students have external requirements: military, business, foreign governments. This would be an exception.  Ed: We got an email today from IUB College suggesting students could petition for this.  Janice: This is an IUB discussion. I would be cautious. We’ll look at exceptions.  David: There was guidance from Provost to Deans: although it is possible it is discouraged. Students can request letter grades and grades can be converted after. The Bulletin does not address S/F as a grade. Grades have to be C or better and S satisfies that. We encourage people to use letter grade. It applies to both Grads and Undergrads  Janice: Not at IUPUI  Mary: School of Ed: strongly discouraged but not ruled out.  Janice: Masters students need letter grades to transfer to doctoral and other programs. |
| Discussion Items | * 1. GFC elections for 2020-2021 – Dominique Galli (with Jeff Rutherford)   Dominique: We have general and executive committee elections coming up. You can serve 2 terms and we encourage this. Also encourage colleagues to nominate.  Jeff: We had a scheduled that would have put this in motion but we need to be flexible. Often nominees are by word of mouth and you can nominate as many people as you like. The roster lists which positions are opening up.  Dominique: Executive committee positions need to be elected next month.   * 1. Financial Well-being, *cont.* – Dominique Galli      + Responses to Homework #2: *How do you inform/educate your students about financial literacy and financial support resources at the campus and/or school level?*      + Particularly interested in what regional campuses are doing and I ask for regional campuses for reports on this.   Attendance at the Dissertation Defense – Spencer Hall  We should table this now but bring this back up using the data we are now going to get on online defenses.  Communication between GFC and Units (and DGS’) – Mary Waldron  How constituents know what we are doing and how we provide information? Within first month this year, Jeff got all of the minutes and contact information up on the public website.  What about GFC recommendations? Is there a way to standardize Grad school response to GFC on recommendations as right now it is not clear which are acted upon? | Spencer: Also on College Committee for Grad Education. Is it a good idea to recruit from similar bodies.  Mary: Thank you, cross-pollination is really important.  Spencer: I wouldn’t know what committees there are in other units.  Karen: We have a meeting of all DGS’. [School of Ed and Music seem similar]  Mary:  **Homework 1:** nomination for officers  **Homework 2:** Recruit nominations for general representatives, especially from grad ed. organizations at schools and Recommendations from units.  Diane IUSE: Masters degrees and professional schools. Decentralized process and each school provides information  Dominique: and thank you for comprehensive report that will be attached to minutes  Edwina IU East: This issue has been opened up at Grad Affairs committee and discussion in forthcoming.  Bill: IU North Decentralized and done through orientation and email  IU South Bend: no rep today  IU Kokomo: no rep today  School of Ed and Informatics, Mary: I forwarded the Money Smarts docs. Informatics was well-aware of this and have in-house resources and working to share these with faculty to underscore importance of applying for resources.  IUPUI: Janice, we are constantly looking for resources. Encouraging video and zoom meetings to help deal with student stress and look after emotional and overall well-being. Financial resources: we have some limited resources in grad school and financial aid has promised to commit financial advisor time to graduate students. Some school have paid dedicated financial advisors but now we have someone for all students. Help with negotiating bills and debt students have brought with them to grad school.  Janice: Yes, IUPUI has been doing remote defenses, especially for nursing dissertations. This has worked really well. We have been allowing it; it is not common.  David: For IUB we have recently removed the reporting requirement for this. This practice we are having now is going to make this an easier **issue to revisit.**  Mary: Standardization would be nice for the student.  Dean Wimbush: Happy to have a process in place.  Mary: What form would that take  Dean Wimbush: Need to think this through. More than willing to consider preference of GFC.  Mary: In going through past minutes the follow-through on recommendations is not clear so this will be great.  Spencer: Communication between GFC and DGS’ of units?  College grad office helped me set this up but with the turn-over in memberships this may not be the best way to do this. Does the Grad School have a better idea?  Mary: What is our responsibility as individual members in reporting and creating relationships with DGS’  Dean Wimbush: This information is easily obtainable through Graduate School resources. One role of representatives is to communicate with units. We could create a written document that could be posted on website and send directly to DGS’. However, you all are the representatives.  Janice: We try to share what is discussed at GFC with Deans and DGS’ and I’d be happy to send out a document and we do have a list of all DGS’ and can send things out that way as well.  Margaret: That would be helpful since we only have 2 year terms. At a minimum that annual report could also go out to various DGS’ on what we discussed and decided not to change and what we did decide to change. I don’t have a central way to disseminate that information. It would be good if Associate Deans would disseminate.  Spencer: My request would be that there is an email list serve using the “DGS” email, not the personal emails of office-holders.  Janice: My concern is that I communicate across units that don’t do things in the same way. I work to clarify that so people are not confused.  David: Our lists are not updated in real time and so there are some limitations. The GFC could send regular communications to the Graduate Faculty.  Mary: I like that, David, as it is not unlike the GFC. We could include that as a **recommendation for next year’s council.**  Dean Wimbush: A great idea. **This could be in a letter from me and we could send GFC minutes and agendas.** |
| Reports from Committees | Rebecca Academic Policy Committee: [Rebecca]  \*Discussion of Homework #1: Review of APC suggested re-wording of policy about the doctoral minor.  Status of the credit to audit issue: Not as large of an issue so David is handling that since it is IUB specific.  Leave of absence policies: I do not have all of the different school’s policies. For example, there are four different policies in the Kelly School. We could say that each school should have a policy and provide information on specific aspects.  Diversity Issues Committee: [Stacy written report]  The Diversity committee approved a name change to "Diversity, Equity, and Inclusion Committee." This name change was forwarded to the Grad Initiatives Committee for consideration. The GIC is the body that will bring the name change forward for a vote at the GFC level.  I was trying to schedule a time to talk with Nan Harvey still regarding attrition data. We were close to scheduling a meeting time before things blew up with COVID 19. It's be more of a fact finding mission to see what kind of data we have access to and what the limitations of those data might be. But actually acting on that charge and figuring the attrition rates is a task that likely needs to be shuffled to next year, and involve the full subcommittee.  Graduate Initiatives Committee: [Scott]  Mental Health Task Force coming together well –if you have other **suggestions email** Mary or me.  The current members are:   * Yves-Marie Ambroise, PhD, HSSP; Assistant Director of Outreach and Community Services; IUPUI CAPS * Stephanie Cunningham, PhD, HSSP; Psychologist with IU School of Medicine Mental Health Services * Abby Brenner; School of Medicine student engaged in Peer Mentoring * Elizabeth Swallow; Graduate Student, Anatomy and Cell Biology IUSM, also represents the IUSM students on the Health and Wellness Advisory Committee (joint venture between IUSM and IU Health Physicians * Rachel Coudret; Graduate Student, Social Work, also sits on the GPSG Mental Health Sub-committee * Tabitha Hardy (Indy grad student)   Awards Committee: [Karen]  For Edwards Award we are asking to award three because we had a tie for second. All are deserving so if we could award to all three that would be wonderful.  IUB Students [Lucas]: GPSG is working hard to reshape into a virtual landscape, working with other groups on campus.  IUPUI Students [Justin]: [not provided] | Summary: Much discussion and question of whether the original policy is the problem or mis-use of the policy. Discussion continues to April meeting.  Mary: Is IU hesitant to have an overarching policy?  David: This is a budget issue. Having a policy on policy is a good idea. Is coming up in Corona issues.  Dean Wimbush: The President’s memo will go out today and our graduate students will be covered in terms of pay and benefits. But had it not been for the President taking action it would have posed a policy because we don’t have leave policies across units.  Karen: Many of our students are continuing to work remotely.  Rebecca: It is not needed at moment but important to have.  Dean Wimbush: Provision through end of academic year. We would not want to rush a policy.  **Agreed that committee year-end report will include specific thoughts on this, including examples from units that now have one.**  David: I learned that the Edwards fund will only fund 2, unless we can supplement through campus funds. I would consider this.  Spencer: Does this take away from funds that could help with covid crisis?  David: This would come out of fellowships funds. I will let you know. |
|  | New Business |  |
| Adjournment | 3:35 |  |

March 2020 Meeting Minutes Appendix A

Graduate Students and Financial Literacy education – from the IU regional

IU East

At IUE, it occurs at the graduate advising level and is by the school.

For example, School of Nursing at IUE assigns the graduate student money smarts modules to incoming students. The information in the modules is discussed during orientation.

IU Southbend

A new graduate student checklist which goes out with admission packets (if the program chooses to include it) reminds students to review financial aid matters with the Financial Aid office and apply for scholarships. It includes a number of links to scholarship, Financial Aid and Bursar web pages. Students who complete FAFSAs are connected to a number of financial literacy resources.  
  
The IU South Bend Fin Aid/Scholarships page features a Graduate Students menu: <https://students.iusb.edu/scholarships/graduate-scholarships/index.html>. For international graduates, we include other Web resources: <https://admissions.iusb.edu/oiss/current-students/finances/index.html>.

Budget, bills, scholarships, etc. are covered at orientations.

IU Northwest

In the MLS program this education occurs during advising sessions and is usually a response to a specific question.

School of Nursing provides the following: The information is presented during an annual Boot Camp (for new student) and Annual Orientation (for current students). They also have Canvas modules on student support which contain scholarship information.

School of Business and Economics provides this information during orientation. This information is also shared on the graduate onboarding Canvas site. Information on scholarship, financial aid and cost is also distributed when potential students request additional information. If one of our grad students does go through Financial Aid for graduate loans, they may receive additional information from the Office of Financial Aid.

Public and Environmental Affairs: In terms of financial literacy at the graduate level our website has information and links to different types of loans, as well as the loan entrance/exit counseling, MPN and the link for My Direct Loan. In addition, students receive correspondence annually about their student loan debt. The student loan debt letter goes out to all students electronically and it outlines their aggregate federal student loan debt and estimates their monthly payment amount.

IU Southeast

Financial education occurs during advising and orientations. Students are directed to webpages (<https://www.ius.edu/graduate-programs/admissions/paying-graduate-school.html>; <https://www.ius.edu/student-central/paying-for-college/your-financial-success.html>) for further information.

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