

APPROVED Minutes

Graduate Programs Committee

Date: August 30, 2019 | 2 – 3pm | Darland 520

Approval date: September 13, 2019

Attendees: Al Roline, Mike Rother, Nate Johnson, Dana Collins, Pete Willemsen (*Vice Chair*), Julia Williams, Lara LaCaille, Jane Carlson, Stanley Burns, Bob Feyen, Evan Brier, Lynn McGraw for Julie Ernst, Katie Schofield, Byron Steinman, Mitra Emad, Yongcheng Qi, David Edmund, Alec Habig, Lake Dziengel, Erik Brown, Srijita Bhattacharjee, Jeffrey McVay, Susan Zinno

([Full list of programs represented](#))

Absent: Jennifer Liang, Paul Kiprof, Alison Hoxie, Jon Rumbley, Tadd Johnson, Donn Branstrator,

Called to order at 2:00pm.

- I. Approval of the May 3, 2019 meeting minutes. Approved as distributed.
- II. Introductions and welcome to new Committee members.
- III. Reports of Officers, Boards, Standing Committees
No reports due to no meetings being held during the summer.
- IV. Old Business
 - a. DGS duties survey – Lara LaCaille, Bob Feyen, David Edmund, Tadd Johnson
The subcommittee aims to have a report at the next meeting. A summary of the efforts in this area was given for the benefit of new members. The survey looked at DGS effort, workload, duties, and how the grad ed duties are divided with the program coordinators (GPCs) in different programs.
 - b. Assessment update – Julia Williams
The [PALS QuickLinks website](#) has information and dates and resources for 2019-20. The Annual Program Assessment Report on 2018-19 Goal Categories 4 (Leadership and collaborative skills) & 5 (Cultural competence and global context formation of the field) is due **Monday, September 16**. 2019-20 assessment activities will be around learning outcomes in Goal Category 2 (Research and methodological skills relevant to the field).
- V. New Business
 - a. Election of vice chair and representatives to other shared governance committees.
Motions were made and seconded to approve the following members to serve.
 - i. Vice Chair – Pete Willemsen
 - ii. Faculty Senate – Dana Collins
 - iii. IT & Library – Mike Rother
 - iv. Teaching & Learning – David Edmund

- v. Research, Scholarship & Creative Activities – Jennifer Liang for an additional term (2019 – 2022). Nate Johnson’s term ends in Spring 2020.
- b. Tools for recruiting students
- i. Graduate Teaching Assistant (GTA) lines – These represent a real expense to the campus, so are best used as a recruiting tool. Lines are not guaranteed from year to year; programs are urged to use them mindfully.
 - ii. GCTF/DSF/GSSF goals and processes – Graduate Council Teaching Fellowships (GCTF) are existing TA lines reserved for recruitment of top candidates to nominating programs. Graduate School Summer Fellowships (GSSF) and DSF (Diversity Summer Fellowships) provide \$3000 in summer support to supplement other support from programs. Nominations are made by DGSs, and reviewed by a subcommittee of the Grad Programs Committee. The process will be similar to previous years. Call for nominations will be in early January. Deadlines are late January and late February.
 - iii. Non-resident tuition waivers – 2019-20 will be the last year for these waivers in their current form. Will be recast as a scholarship offsetting the NR portion of tuition for high-achieving applicants. This will be more appealing from a recruitment standpoint, and cleaner from an accounting standpoint.
There was a concern about a possible negative impact on student financial aid eligibility, i.e., that it could reduce the amount of money they are eligible to borrow. [Note: The financial aid office does not foresee a negative impact of changing the administrative mechanism from a waiver to a scholarship.]
 - iv. Student travel support – Amounts available to students is slightly increased. Max award is \$500 (up from \$400). Follow [instructions on the website](#), using the prescribed subject line. DGSs should forward the application with a meaningful endorsement, e.g., reference to student’s good standing, quality/importance of work, etc.
There were questions about how these funds are processed – should be as a reimbursement, not as a scholarship – because student is promoting the scholarly and creative enterprise of the University. This is why funding for students presenting is prioritized over attendance only.
 - v. Grants to Advance Graduate Education (GAGE) funding – Dean Lanyon would like to see these funds used more for recruitment of students from underrepresented groups (e.g., the DSF is funded by GAGE money). The usual award is +-\$10,000 to programs that apply.
 - vi. UMPR Graduate Programs Marketing – UMPR is working to develop a short marketing/recruitment video promoting graduate education at UMD. Propose ideas (or send still photos, video clips) you may have to Erik or [Kyle Marxhausen](#) in UMPR.
- c. Announcements
- i. Off-cycle meetings: Oct 4 (Scott Lanyon visit), Oct 18

- ii. New academic records fee: Grad 999 - \$75

This is a **one-time fee** being implemented this fall for new and continuing students in all programs and careers. Students in Grad 999 may be surprised, because they will also be assessed this new fee in addition to the usual \$6.00 fee.

- iii. Graduate assistant enrollment requirement: 6 credits - programs please monitor.

Students with GA appointments must be registered full time (6 credits), or in advanced status (1 credit FTE) to be eligible to hold an appointment. Program or department staff should monitor this.

- iv. GRAD Talk – Sept 10, Justin Verde, Physics

Adjourned at 3:00pm.