

CGC Meeting

September 14, 2017

Present: Glenn Chambers (AAAS), Jamie Nelson (PHL), Associate Dean William Hart-Davidson, Alan Munn (Linguistics), Debra Hardison (TESOL), Justus Nieland (ENG), Shannon Schweitzer (THR), Elizabeth Mittman (German), Charlene Polio (Linguistics and Languages), Shawn Loewen (for Sue Gass, SLS), Danielle Devoss, Jose' Badillo-Carlos (Student representative), Les Hutchinson (Student representative), Ben Van Dyke (AAHD), Safoi Babana-Hampton (RCS)

Announcements & Associate Dean Remarks

Welcome to our new CGC colleagues from Associate Dean Hart-Davidson

Approvals—Agenda, minutes of 4/13/17-unanimously approved

Announcements

1. Humanities Without Walls (HWW) Pre-Doctoral Fellowships—Hart-Davidson encouraged the group to have their graduate students apply for this fellowship funded by the Mellon Foundation. There are generally two spots reserved for MSU students, and the purpose is for the students to learn alternative methods of research. MSU is part of a consortium. Professor Polio asked if it would be appropriate for Linguistics students to apply, and Hart-Davidson affirmed. Professor Munn said that a colleague applied for funding from the research side of HWW, and was told it was primarily for humanities. The deadline is the end of October. Previously students who had finished their coursework were favorably considered, but that is no longer a requirement. Applications go to CAL's Research Administrator, Barb Miller, who will review the applications with Associate Dean Hart-Davidson.
2. Graduate Program Directors Orientation—promoted by the Graduate School, deadline is September 29.
3. Graduate Admissions Training—this is a session for departmental admissions committees, date to be determined, to be held by the Graduate School.
4. Ph.D. Public Data Update—this is on the Graduate School website, and Hart-Davidson urged the group to check to ensure that the data representing their program is accurate. Munn commented that in the past, Grad Info had many errors. Hart-Davidson replied that he has been working to make sure that the data in Grad Info is up to date.
5. Review of under-enrolled graduate majors—The Graduate School does this from time to time. The trigger is five or fewer graduate students over five years. There are a few programs in CAL that will be affected, and Hart-Davidson wants to stay on top of this, to provide a rationale. Otherwise, the action will be to discontinue the program. Professor Polio asked if this was affected by courses with low enrollment, and Hart-Davidson replied this is different, that courses are not being considered at all.

6. International Student Support Programs (ISSP)—Hart-Davidson said this is a new service for support that students can obtain assistance with any issue that is concerning them—in their native language. It is a third party service. The Graduate School is interested to find out how the students are using it. It is part of the commitment by the Graduate School to make the transition easier for international students.

Action Item: New Course: AL 883—Practicum in Blended and On-line Learning—this is a companion course to AL 881. Assistant Dean Scott Schopieray has taught this for approximately five years, as AL 891 (Special Topics). Professor Nieland asked if this is required for students who want to teach on-line during the summer, and Hart-Davidson replied that it is not. Professor Nelson asked how often this would be offered. It's been offered every year so far in the fall. Representative Badillo-Carlos asked if it was open to any graduate student, and the reply was yes. It was unanimously approved.

Hart-Davidson then invited any member who needed to leave for the work copy meeting to offer any comments. Polio asked about funding. Hart-Davidson said the information will be forthcoming in the immediate future. All the graduate funding will be included in one document for each unit. Polio also asked if external funding fellowships would be continued this year, and Hart-Davidson replied in the affirmative. Munn made the comment that if students are involved in a faculty application to a major external fellowship, then the graduate students are the losers if they work for that particular professor. Hart-Davidson said if that becomes a problem, he will address it.

Discussion Items

1. Illinois Career Diversity Workshop Series—Handout—Hart-Davidson asked the group if they thought there was traction and interest in this, and the group agreed this would be wonderful to pursue. Nieland asked regarding the relationship between CAL offering these workshops, since The Graduate School currently has some programming along this line. Hart-Davidson said Arts and Letters has only about five percent of the total graduate student population at the university, and that the Graduate School's emphasis will be more in the STEM programs. Professor Devoss asked if there was a layout of the various career development events that the units in the college are doing, and Hart-Davidson said that would be a useful idea. Devoss suggested that perhaps the students should be polled to see if there are certain topics they might be interested in pursuing.
2. Reminder on tracking RCR Training in Grad Plan—Janet reminded the group that doctoral students need to ensure that they have completed RCR training and annual updates, and that it must be indicated in their Grad Plan, or they will not graduate. There was some discussion regarding the process of how the students fulfill this. It was suggested by Devoss that units create a process and forms, since it has to be documented in Grad Info. Nieland asked if CAL would be offering any of the discussion-based workshops. Hart-Davidson said yes, Michael O'Rourke would offer them in the coming spring semester as part of the Toolbox series.
3. Graduate Career Tracking Project—at request of the dean, this year Hart-Davidson is asking the programs to track their students one level beyond what Grad Info has, which is initial placement. Where are the people who are referring students at the undergraduate level, who are the recruiting people, etc? The college is also interested in promoting alumni relations. Hart-

Davidson is planning that this may start as part of a Graduate Secretary meeting, in which they will be given a questionnaire to fill out, with a low-pressure deadline. The question was raised is this for doctoral students only, or also master's, and Hart-Davidson said he is thinking about it for all the programs.

Roundtable

Devoss—working on a robust alumni survey.

Van Dyke—passed, but asked Hart-Davidson to elaborate: AAHD is taking a pause in admissions for this year, and undergoing a set of planning processes with the new graduate committee in the department, to think of how the MFA program can be more inclusive of all the areas in the department. Van Dyke said also they are trying to empower the current students despite this process. The challenge to the faculty is to envision what the MFA of the future will look like. They had an event not long ago in which other national institutions were invited to share concerning their MFA.

Babana-Hampton—meeting with RCS graduate students next week. They are looking at ways to diversify graduate student teacher training, especially in using technology in language teaching.

Mittman—German is looking at how the program handles the comprehensive examination process, how to streamline it. How do other units handle it? Hart-Davidson suggested first looking on-line at the department handbooks.

Schweitzer—very busy in Theatre, losing nine graduate students this year, and is also in charge of the undergraduate program, as a faculty member is on sabbatical. Hart-Davidson elaborated that in Theatre, students come in as a cohort every three years.

Nieland—Department is trying to digitize the graduate files. This past spring, also began some research workshops between faculty and graduate students. He will send a link. ENG is trying to develop a new theory course, and a graduate certificate in film studies.

Hardison—Highlight—TESOL is transitioning to an on-line portfolio. The low light is the linked program in the Registrar's office. Engineering has a model, and Hart-Davidson said he could reach out his counterpart there.

Munn—Linguistics students are working to get a five-day statistics boot camp this year.

Hart-Davidson: Look for discussion in October meeting on recruitment.

The meeting was adjourned at 5:00 p.m.