

## CGC Meeting

October 12, 2017

Present: Associate Dean William Hart-Davidson, Danielle Devoss (WRAC), Debra Hardison (TESOL), Shawn Loewen (SLS), Jamie Nelson (PHL), Glenn Chambers (AAAS), Safoi Babana-Hampton (RCS), Les Hutchinson (student representative), Karen Kangas-Preston (THR), Ben Van Dyke (AAHD), Jose' Badillo-Carlos (student representative), Alan Munn (LIN)

**Approvals:** Agenda and minutes were moved to be approved by Professor Devoss and seconded by Professor Van Dyke; unanimously approved.

### **Announcements and Associate Dean Remarks:**

Competition dates and CGC sub-committee assignments—Hart-Davidson discussed the three-year rotation for the sub-committees, and the timing of the competitions. Subcommittee A handles Dissertation Completion Fellowships and Academic Achievement Graduate Assistantship competitions. Subcommittee B decides the University, Rasmussen, and CUMREC Fellowships. Subcommittee C decides the Special College Research Abroad Monies (SCRAM) and the Varg-Sullivan Awards.

Advanced Degree Commencement: Friday, December 15, 3:30 p.m. Hart-Davidson explained that each semester there is also a rotation, and this Fall, it is the turn for the Department of Art, Art History and Design.

### **Discussion Items:**

1. Recruitment Funding Opportunities:
  - a. Prospective Doctoral Student Recruitment and Retention Program (Graduate School); deadline, Monday, October 30.
  - b. CAL Recruitment plans due—Monday, November 6. Hart-Davidson explained that this amount is \$2000 and that the college matches up to that amount.
  - c. CAL Fellows and CAL Scholars—CAL Scholars is an award with value up to \$5000. It is usually part of a direct counter offer to that which the recruit may be receiving from a competing institution. CAL Fellow is a one year fellowship. Professor Munn commented that one thing that may not be on the forefront of recruits' minds when they compare offers is that the cost of living in Michigan is not as high as it is on either coast. Hart-Davidson agreed and said that could be a good topic to remind recruits of.

He finished by saying this would be a good conversation for the members to have with their chairs, to learn what their recruitment funding is.

2. Graduate career tracking project—Hart-Davidson said this was shared with the graduate secretaries during their meeting earlier in the week. This project is in agreement with The Graduate School, to learn of the longer-term placement of programs' graduates. There will be a spreadsheet sent around with categories on each student, some of which can be pulled from Grad Info. Then other categories may need to be filled with strategic internet searching, or

asking the student's advisor (if available). This will be going out soon, and Hart-Davidson is hoping to have some preliminary information by no later than mid-February.

Another thing that the Associate Dean and Dean would like to do with this data is to select graduate students from each unit and conduct brief interviews for a write-up and to highlight them on the website.

Professor Hardison asked where this survey originated. She commented that there is no category for placement if a student takes certain teaching positions outside the United States. Hart-Davidson responded that the survey came from the Graduate School, and the consortium to which MSU belongs is domestically based. However, the College can add other categories.

He said the survey would be sent out either tomorrow or Monday. Janet suggested Monday, as work copy is due to the College tomorrow.

Janet reminded the group that graduate assistantship forms for SS18 will be due to the College on Friday, October 20. Human Resources pushed the deadline earlier this fall than usual. The college asks that the forms be submitted a week prior to the HR deadline, so that Janet can go through them and review prior to approving them.

Hart-Davidson told the group of the bi-monthly Graduate Secretaries meetings, led by Janet. The goal is to engage all the staff involved with graduate affairs, as well as fiscal officers if so interested. This week's meeting was hosted by Art, with a presentation by Karen Tindall of the Registrar's office on work copy, and a tag-team presentation with Art and Theatre regarding their MFA programs.

Hart-Davidson concluded by telling the group of the changes regarding DACA students. The college has a few that will be so affected, perhaps as early as March 2018. The plan and hope of the university is that we will stand by our commitments to the students however we can.

### **Roundtable**

WRAC-Danielle—highlighting graduate fundraising event at conference in Kansas City

SLS-Shawn has been officially appointed as graduate program director

RCS-Safoi is looking forward to working with ENG on grad cert in film studies

AAHD-Ben—working on revising graduate program

LIN-Alan—Programming R, Language Boot Camp

ENG-Justus—Film Studies Graduate Certification, again extended invitation to research workshops.

THR—Karen Kangas-Preston: MFA Designers work can be seen this week on "The Great Gatsby."  
This is a big recruitment year for THR.

Les Hutchinson—graduate student representative: MICA event November 2.

Jose Badillo Carlos—call for papers for Tropos graduate journal went out last week. He is also working on first MSU Latinx film festival.

AAAS—Glenn—Still in the process of restructuring. In the next few weeks, external review team is coming.

Janet—acknowledging graduate secretaries for their contributions.

Bill-November 9, event at Lansing Brewing Co., First Collaborative Research Initiative for the Language School. If this goes well, Bill would like to rotate this. This is actually the second time CAL has done this. Last year CAL did this with Comm Arts.

Alan asked regarding staff turnover, and if the College is working or planning on how to encourage staff retention.

The meeting adjourned at 4:30 p.m.