

Ad Hoc Top Tier Committee

Meeting Minutes for GA Subgroup Meeting: October 1, 2015

- I. **Attendance:** Kate Korgan, Janet Dufek, Anjala Krishen, David Damore, Hasan Deniz, Peter Gray, and Katelyn DiBenedetto
- II. **Working Group Organizational Structure:**
 - a. New co-chair for this committee: Anjala Krishen
- III. **Progress Since September 15, 2015 meeting**
 - a. GA Stipend Proposal:
 - i. Document will be placed on the shared drive for all subgroup members
 - b. Department GA Planning Template:
 - i. Deadlines: Going out to departments October 2nd; Department deadline to Deans: November 30th; Deans deadline to Graduate College: December 10th (with some wiggle room)
 - ii. Format of the Template: 3 tables with a few open ended questions
 1. Table 1: Minimum stipend goals (specify by program; by level; for 9 months and for summer). Need to provide sources for this information in Table 2, unless use the Oklahoma State source.
 2. Table 2 (optional): Source(s) of data from Table 1 if other than Oklahoma State source
 3. Table 3: 5-year plan for GA numbers
 4. Open ended questions: 1.) challenges and opportunities with GA programs; 2.) policies Graduate College can implement to make this better; and 3.) program package goals (tuition, housing benefits, health insurance, etc.)
 - iii. Katelyn will be aggregating responses into a coherent report for the subgroup
 - iv. Responsibilities of subgroup during winter break: need input from the subgroup regarding the data from the proposals. Perhaps a few folks should be assigned to each college and the respective departments.
 - v. Our goal based on these data: Make recommendations for what needs to be changed within departments to become competitive
 - vi. Important: Going to increase stipends in January—why work on this matters over winter break
 - c. Three Surveys (Cost of Attendance vetted by Norm, Quality of Life, and “Leaky Funnel” Surveys) nearly complete—will be on drive sometime next week for group feedback
 - i. Send out by 3rd week of October and have graduate students complete before Thanksgiving break
 - d. GA Data from Aspirational Peers
 - i. Katelyn is working on gathering these data

- IV. Update on Other Assigned Responsibilities from previous (Sept 15, 2015) Meeting:**
- a. Hasan: will share document with the group that gathered data on national funding agencies and GA stipends
 - b. Merrill: completed research with Provost and Graduate College on maximum stipends
 - i. Results: Discuss with Provost, HR, and Graduate College at Reno about state-wide salary scale
- V. Upcoming Responsibilities:**
- a. Look over surveys when they come back (Matt and Katelyn will organize results)
 - b. Within department: need to determine how each will operationalize completing the R2PC Plan
 - c. October 9th: GEM R2PC workshop—make sure departments are well represented (at least two people per department)
 - d. David: Examine other states to see if they have an investment in GAs or any sort of parallel models.
- VI. Next meeting:** November 5th, 2015 at 10-11:30. Location TBA.