

Top Tier Grad Enrollment Management (GEM) Working Group Meeting September 23, 2020 - 1-2pm

Minutes

In Attendance: Andrew Andres (Sciences), Jeremy Cho (Engineering), Jay Shen (Public Health), Marcia Ditmyer (Dental), Marla Stafford (Hospitality), Neil Haycocks (Medicine), Mark Carroll (Education), Steven Palazzo (Nursing), Tara Emmers-Sommer (Urban Affairs), Denise Tillery (Liberal Arts), Kate Korgan (Graduate College), Emily Lin (Graduate College), Kara Wada (Graduate College)

Not in Attendance: Vincent Hsu (Business)

1. Welcome [members!](#)
2. Overview of history and evolution of this working group and review of [Committee Charge](#) document
3. GEM Graduate Coordinator & Graduate Faculty Training modules will be developed in Canvas
 - a. Modules designated for different groups
 - i. Graduate Faculty
 - ii. Graduate Coordinators
 - iii. Pieces of training for specific dept and school committees/groups (ex. Admissions committees)
 - b. GEM topics will include Recruitment & Admissions and RPC but we need thoughts and input from this group on content
 - i. Comments from the members of group:
 1. Guidance on how to be an advisory committee chair (rules, best practices, etc.) is particularly needed. Make sure that people can access information as a resource hub and don't have to go through full training just to grab specific pieces info
 2. Less of the multi-media and more of a handbook/manual would be preferable - there is so much that faculty already have to do in Canvas
 3. Maybe a compromise would be if *new* faculty had to do short training in Canvas in order to get GFS
 4. Support for training particularly for new faculty in order to get GFS
4. Innovative programs/pathways - **TABLED**
 - a. Grad certificate promotion
 - b. [Accelerated programs](#)
 - i. 3+2 or 4+1
 - ii. UG to grad school
5. Time-to-Degree discussion

- a. Some of things they've done: removing state GA funding after a certain amount of time, make students retake a qualifying exam if they didn't graduate after X amount of time, and graduate operations committee works with graduate coordinators and the students
 - b. Not trying to setup punitive measures, but looking at it as a student success issue that will help us better put things in place
 - c. Time-to-degree is a guideline from the Graduate College and individual programs should set their requirements within their handbooks
6. Annual Grad Coordinator Report Template - how and what do we need to gather to predict where growth/shrinkage will be in graduate programs in the coming years
- a. Alignment of data being put together for health center colleges with these reports would be ideal to avoid duplication of efforts
 - b. GC can create the kinds of data points we feel are most important as a starting point and share with this group before we meet next
 - c. Professional school faculty are different from main campus
7. New business

Next meeting: Oct.. 28, 2020 @ 1-2pm