

## Graduate College Council Meeting

Minutes (Unapproved at time of writing; To be approved at February meeting)

December 14

Attendance (assessed from Zoom screen): Parcels, Rossi, Riordan, Laux, Dobler, Martin, Zide, Kwansa, Xiao, Kane, Irvine, Ford, Griffin, Corbett, Davis, Hutchison, Johnson, Biswas, Barnett, Braun, Daniels, Pic, Safiyah, Kendus, Miller, Bell, White, Zurakowski, Bais, Rechsteiner, McAfee, Healey, Alladin, Lenhoff, Purciello, Perry, Okoye, Thomas, Shatkay, Bank, Buckley, Thomas, Daniels, Wang, Racicot

1. Call to order at 3:12PM
2. Minutes of previous meeting approved (apparently unanimous voice/hand-signal vote, no objections)
3. Discussion of newly proposed standing committees (text of proposals had not been distributed mistakenly, but was distributed in the meeting at this point)
  1. DEI Committee.
    1. Chair outlines text of proposal (see slide)
    2. Discussion: How would power and authority be allocated? Would it reflect ad hoc versus systematic representations? Would messages and decisions be top down or bottom up?
      1. Chair's response: Would be both top down and bottom up, communications and reactions in both directions.
    3. Further questions and discussion What accountability and what resources for development of DEI programs?
      1. Chair's response: Deans offices and colleges are the foci of accountability and budget.
    4. Motion to establish committee made from floor and seconded.
    5. Comment: There are other better venues for doing this, not sure this committee will help. Substantial additional discussion ensued about the purpose and activity of the proposed DEI committee, usefulness for linking faculty with College administration, possible redundancy with faculty groups in the colleges, accountability.
    6. Noted by Chair: Members of the DEI committee could come from outside of Council.
    7. Comment by Dean: It would be useful to have a committee like this, to promote, disseminate, and coordinate regarding DEI in the College.
    8. Question: Is this a by-law change? A by-law revision needs a month's notice and a 2/3 vote.
    9. Status of question at this point: The motion has been made and seconded to establish a standing committee. Mover and seconder verbally accept interpretation that it is to be established, but not put into by laws.
    10. Info from floor: Executive Committee discussed how to process this decision, but did not opine on its merits per se.

11. Vote on motion: 18 yes, 15 no, 2 abstain. Motion passes. DEI Committee to be established without change to by-laws
4. Data Management Committee.
  1. Chair outlines text of proposal (see slide)
  2. Discussion of need for committee and its usefulness begins.
  3. Comment: Perhaps additional processing by Executive Committee on process would help consensus/decisions on these committees.
  4. Motion to table this proposal, and also the Online Education Committee proposal, made and seconded. Stated intention is to take up question at next meeting. Mover mentions time constraints.
  5. Vote: 29 yes, 2 no.
5. Dean's report (see his slides for details)
  1. COVID-19 updates (see slides)
  2. Regarding mission/vision statement implementation: Working groups are underway
  3. New website is on-line. Note it is a student facing setup.
    1. Program directors should go to faculty staff portal at bottom. Please check your program page for accuracy and detail.
  4. Data dashboard continuing to roll out. A big question: Are faculty comfortable with program level data being shared among all? This need to get a final decision. It is harder to compartmentalize, so a response of “yes, for all” would let dashboard be rolled out faster
  5. Apps are up at graduate level. Some are recovered deferrals.
  6. LaRuth McAfee presents info on awards process with key deadlines
    1. Doctoral and dissertation award deadlines are tomorrow!
    2. Reviewers are needed please.
6. Grad student report, Famatta Perry (see her slides for details)
  1. Main topic: COVID-19 communications
    1. Discussion regarding testing to return to campus. Discussion about could support be given to Lewis students to get UD-supported testing. Comments not reacted to. Lewes has about 20 UD students. The message remains that it is mandatory for students to be tested at a UD site. There needs to be clear communication for the Lewes students.
  2. Main topic: An idea regarding human subjects studies, establishing a database of available trials for prospective participants to consider (see slide for details)
    1. VP Riordan commented he can follow up
7. Committee Reports
  1. Interdisciplinary committee report (Richard Braun, see slides)
    1. Several new programs approved, per slides
    2. Need for continued discussion on what comprises ‘satisfactory progress to degree’ for graduate students. Probably a need for more clarity in the standard.
    3. ICC will propose some by-law changes regarding the process for developing new program proposals soon.
  2. Graduate student life committee report (Amy Griffin, see slides)

1. Dialogue opened with CCSD. Solutions for care outside business hours and privacy issues discussed. Tele-health is seen as a response to both.
2. Time-off policy for funded grad students under development, Committee has commented
3. Awards and fellowships committee report (LaRuth McAfee)
8. College Liaison report
  1. Postponed, considering time already spent in meeting
9. Reports on College's activities the relate to Grad College
  1. None
10. New Business
  1. None
11. Meeting adjourned at approximately 4:50PM

Graduate Council Meeting- December 2020:

Meeting Recording:

[https://udel.zoom.us/rec/share/1SctNNkWISRa18CQWtpT-XLX0QVZwAHqZR3xSTK7-Nx\\_mgblDMD1Q9ugcNMg9acN.6ZmYM0R4ODdmmr8L](https://udel.zoom.us/rec/share/1SctNNkWISRa18CQWtpT-XLX0QVZwAHqZR3xSTK7-Nx_mgblDMD1Q9ugcNMg9acN.6ZmYM0R4ODdmmr8L)

Access Passcode: @.86zxST



# Graduate College Council

4<sup>th</sup> Meeting of Fall 2020

14 December 2020

# Agenda

Graduate College Council Agenda – December 14, 2020

3:30 – 4:30 PM

Via Zoom (only): <https://udel.zoom.us/j/97109667377>



## Agenda Items

1. Call to order
2. Secretary's Report
  - a. Approval of agenda
  - b. Approval of minutes (from November meeting)
3. Action Items: Discussion and vote on new Standing Committee Proposals
4. Dean's report and questions (Dean Rossi)
  - a. Strategic plan update
  - b. Update on Covid-19 Issues and Policies, Q&A period
  - c. Other items
5. Standing reports
  - a. Graduate student report –Famatta Perry, CANR rep
6. Committee reports
  - a. Interdisciplinary Curriculum Committee (Richard Braun)
  - b. Graduate Student Life Committee (Amy Griffin)
  - c. Awards and Fellowships Committee (LaRuth McAfee)
7. College Liaison Reports
  - a. CAS Program Report (Emily Davis, English)
  - b. Activities across Colleges that relate to Grad College mission
8. New business
  - a. Any Graduate Council Members may bring an item before council for discussion
9. Adjournment

# Call to Order / Secretary's Report

## Agenda Items

1. Call to order
2. Secretary's Report
  - a. Approval of agenda
  - b. Approval of minutes (from November meeting)

## 3. Action Items

- Discussion and Vote on formation of new Standing Committees
  1. Graduate College Committee on Diversity, Equity and Inclusion (DEI)
  2. Graduate College Committee on Data Management and Assessment
  3. Advisory Committee on Online Graduate Education

## **Graduate College Committee on Diversity, Equity and Inclusion (DEI)**

This committee shall be composed of one faculty member from each College, who shall serve renewable two-year terms (initially established as 4 one-year and 4 two-year terms to stagger elections), two graduate students appointed from Graduate Student Government, and one representative chosen by the Dean. This committee will be co-chaired by an elected faculty member and a representative chosen by the Dean.

This committee shall:

1. Promote and disseminate holistic admission standards and recommendations for all graduate programs.
2. Help coordinate and maintain support for undergraduate research and service opportunities in order to establish pipelines from regional and national Minority-serving Institutions (MSIs) into UD graduate programs.
3. Develop and compile information for broader impacts (grants, foundational resources) that support underrepresented graduate students and post-docs,
4. Serve as a resource for development of DEI programming across departments and Colleges.
5. Develop and support other DEI initiatives to increase and maintain the inclusivity and diversity on UD campuses.

This committee will work in close association with the DEI staff from the Graduate College Dean's office, as well as the Graduate Student Life committee, with outreach to College and University DEI committees.

## **Graduate College Committee on Data Management and Assessment**

This committee shall be composed of (5) faculty members who shall serve renewable two-year terms, one graduate student, and two additional representatives chosen by the Dean of the Graduate College. This committee will be co-chaired by an elected faculty member and an appointed representative of the Dean. This committee shall:

1. Identify gaps and needs in data-supported decision making.
2. Make recommendations on appropriate data usage and dissemination.
3. Make recommendations for tools and systems that optimize graduate program administration.
4. Make recommendations for uniform assessment metrics for graduate programs, for internal optimization and APR reporting.

This committee will work in close association with the CTAL, OCM and staff within the Dean's office to help in the development, testing, and rollout of each new tool or platform.

## **Advisory Committee on Online Graduate Education**

This committee shall be composed of one faculty member from each College, who shall serve renewable two-year terms, one graduate student , and two representatives chosen by the Dean. The committee will be co-chaired by an elected faculty member and an appointed representative of the Dean. This committee shall :

1. Promote the development, marketing, and evaluation of online graduate courses and programs to extend the reach and provide consistent quality of UDOonline.
2. Provide information to program directors, departments and faculty on how to optimize online program quality, including guidance on data collection and assessment methods.
3. Make recommendations to the Graduate College on opportunities for growth of our online presence.

This committee will work in close association with the PCS, OCM, graduate directors, and staff within the Graduate College Dean's office to accomplish these endeavors.

# Report of the Graduate College Dean

## **4. Dean's report and questions (Dean Rossi)**

- Strategic plan update
- Update on Covid-19 Issues and Policies, Q&A period
- Other items

## 5. Standing Reports

a. Graduate student report: –Famatta Perry, GSG, CANR

# COVID-19 Communication

## Lewes Campus

- Lewes Campus students were not provided clear protocols and guidelines for COVID-19 testing and requirements following Thanksgiving Break
- Emails & communications currently focus solely on Newark campus students
- Lewes students fully rely on free community testing which leads to drives of 30 to 60 minutes (missed work, missed study time, accessibility issues)

## Main Campus

- Two-day testing requirement caused confusion. There were not enough available slots for the number of graduate students who needed to be tested.

•

**Overall concern: How will these issues be addressed for the Spring when more students are returning to campus & testing capacity will be further strained?**

# Idea- Clinical Trial Database

- Many researchers on campus are performing clinical trial studies
- Due to COVID-19, in-person recruitment efforts are halted, **students are having trouble finding enough participants**
- **Students need data from these trials to complete their Master's theses or PhD Dissertations in a timely manner**

## What we are suggesting:

- UD should have a **centralized Clinical Trial database** under the “Research and Innovation” section of the Graduate college website
- Members of UD and the public should have access to see the study details and contact information

## 6. Committee Reports

- Interdisciplinary Curriculum Committee (Richard Braun, chair)
- Graduate Student Life Committee (Amy Griffin, chair)
- Awards and Fellowships Committee (status update by LaRuth McAfee)

# ICC Report (slide 1 of 2)

- The ICC met on 11/16 and 12/7 (Mondays)
- The following program changes were approved:
  - Ms in Data Science changes, founding joint Math PhD+MSDS
- New interdisciplinary programs (Pathway B):
  - Approved: PhD in Education and Social Policy
- Existing programs move to Grad Coll (Pathway A):
  - MSDS move
  - PhD in Microbiology
  - Certificate in Engagement
- Robust discussion on programs spelling out progress to the degree

# ICC Report (slide 2 of 2)

- The ICC plans to propose some changes to the Grad Council bylaws
  - Mary Martin's detailed procedure for new program proposal development for curriculog in appendix
  - Diagram for pathways updated to show what happens in curriculog
  - Fill in blank section on procedures
  - Decision power is in ICC, advises Grad Council
- A Happy New Year to All!!!

# 7. College Liaison Reports

a. College Program Reports:

College of Arts & Sciences (Emily Davis)

b. Activities across Colleges that relate to Grad College mission

## 8. Introduction of any Additional New Business

- All Councilors have the right to introduce New Business items



## 9. Closing Business

### **Timing of next meeting**

- Monday, February 15, 3:30 – 4:30 PM
  
- Adjournment

# Graduate College Council

Dean's Remarks

14 Dec 2020

# Update: COVID 19

- Graduate College closed Dec 21-25.
- A new communication from Tim Dowling went out on Dec 10th to all students about returning to campus after the holidays:
  - Every student on campus (in a lab or doing research or in a classroom) will need to obtain one test via the UD Surveillance Testing program during the first week they are back on campus.
  - Students should minimize interaction with others while on campus until their test results are confirmed.
- In person requirements for new international students.
  - UNIV667: Writing course offered by ELI. 1:30 on Fridays. Open for registration.
  - Reading course or in-person section of a course.
- Paying graduate students on contract who are not living in the US.

# Update: Strategic planning

~~October 30~~ November 17: Working groups charged.

~~November 30~~ ~~December 15~~ **January 8**: Working groups deliver recommendations objectives, metrics, action items and reasoning.

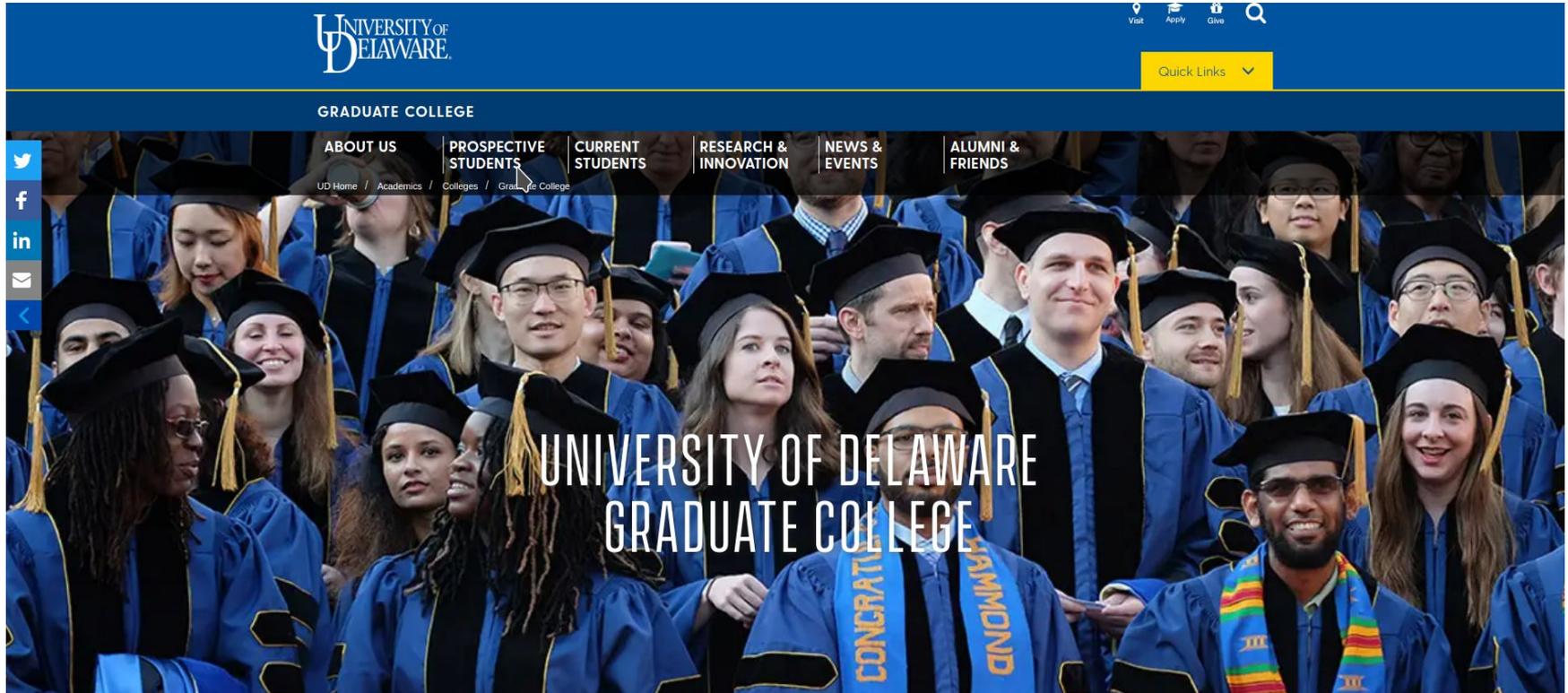
~~December~~ January 8 through January 15 22: Graduate College coordinates working group recommendations.

January 15 through February 15 22: Draft of integrated strategic plan released to working groups for revision and polishing.

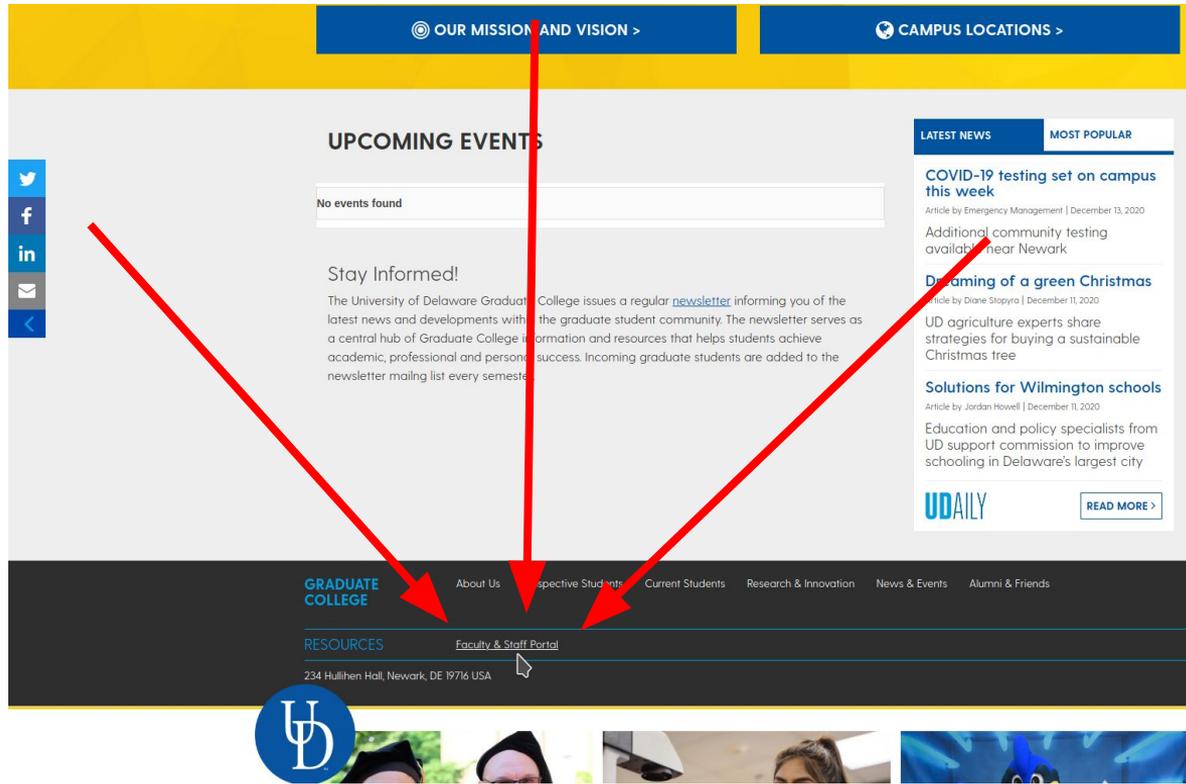
February 15 22-March 15 22: Draft strategic plan released to Graduate Council for comment.

March 30: Release of Graduate College Strategic Plan.

# Update: Graduate College website v1.0

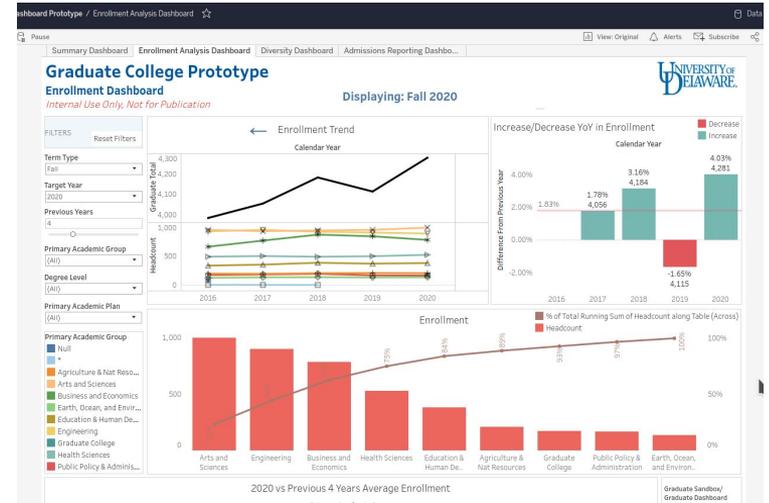


# Update: Graduate College website v1.0



# Update: Data dashboard

- Pilot has been expanded to more Program Directors and all Deans' offices.
- Outstanding question: Should data for all programs be viewable by everyone?



# Other updates

- Graduate applications are 40% ahead of where we were last year with 600 applications from our EAB campaign.
- The Graduate College has launched an internal seminar series.
- Program Directors meeting this Friday.
- The Awards Committee is essential to the successful operation of our fellowship programs.
- Thank you to all those who have agreed to review fellowship nominations.

LaRuth...



Highlighting Hidden Figures: Exploring Black Women in the Archive

Join us for a live-online presentation at 2 p.m. Nov. 18, when **Monet Lewis-Timmons** will discuss her passion for Black women's literature and history through her research on Alice Dunbar-Nelson (1875-1935). A Black woman, writer, educator and activist, Dunbar-Nelson catered to the Wilmington, Delaware, and Philadelphia communities through Black youth education, anti-lynch campaigns and journalism. Lewis-Timmons' research focuses on Dunbar-Nelson's archive, which is housed at the University of Delaware. Through archival research and public scholarship, Lewis-Timmons explores the complexities of 20th-century Black women's lives and how her research reveals the parallels between the past and present.

Lewis-Timmons, who received her B.A. in English and African American studies at Emory University, is a third-year English doctoral student and an African American Public Humanities Initiative (AAPHI) fellow at U.D. Her research focuses on Black women in the archive from the late 19th century to the early 20th century. Through public humanities work, her research uncovers the fragments of these archives to reveal the complexities of these women's lives to make a larger intervention about Black women's lived experiences across space and time.

UNIVERSITY OF DELAWARE  
GRADUATE COLLEGE

Graduate Student **Seminar** Series



Exploring gender-specific differences in substance use disorder recovery capita

Ginnie Saeyer-Morris  
Ph.D. student - Human Development & Family Science  
December 2, 2 p.m.  
Live-online

[Register now!](#)

# Questions.

Q: Does the in-person requirement for international students apply to the first year or just the first semester?

A (after consulting with OISS): The in-person requirement only applies to a new international student's first term.

We made it!  
Thank you and Happy Holidays!

