

**MINUTES
OF
GRADUATE COLLEGE FALL FACULTY MEETING
November 6, 2014**

ATTENDANCE

Approximately 40 Graduate Faculty attended the meeting.

WELCOME (Dean Forehand)

Meeting Called to Order at 4:05 by Cynthia Forehand, Dean of the Graduate College.

APPROVAL OF MINUTES (Dean Forehand)

April 3, 2014 Minutes reviewed. Motions to approve Minutes made. No edits presented.
April 3, 2014 Minutes APPROVED.

PROVOST'S REMARKS (Provost Rosowsky)

Variable Tuition Structure. The Provost noted that he and the President were successful with the BOT in getting a variance on the tuition structure for graduate and professional education, as well as for distance education. The University is no longer restricted by the Legislature's 40% Rule for graduate, professional and distance education. What this allows us to do - where it makes sense to do so from an intellectual program quality, academic value proposition to the University, and cost basis - is vary the graduate tuition that is charged by program. This gives us a flexibility that we didn't have before. For example, our price point under the 40% rule may have forced our out-of-state graduate tuition to be non-competitive with other programs in our region. He noted that the Office of the Provost will work with Dean Forehand and others to develop the processes by which we will entertain requests for variable tuition. The BOT has given the President and Provost the authority to approve variable tuition requests.

Incentive-Based Budget. The Provost next discussed IBB. He noted that programs, departments, colleges and schools can put forward innovative new programs that are strategic for them, strategic intellectually, and strategic from the point of view of academic planning and unit goals with information that allows planning to ensure programs are self-sustaining and may generate additional revenues that can be invested elsewhere in the college or school or program, particularly some of those that aren't able to generate the tuition revenue that they need. The Provost emphasized that the first priority is an intellectual value proposition for a new academic program, and second that it has to contribute to the academic goals set for the program, the school, and the University. He expects to see a significant number of new programs being proposed. The process for new graduate program approval is a sequential process through the department/program, academic college/school, Graduate College, Faculty Senate, Provost, President and Board of Trustees.

The Provost also noted that if folks have concerns about unintended consequences of IBB they should contact him or Dean Forehand (for graduate programs). As we think about graduate programs in particular, we need to ensure that we not compete with ourselves.

IBB Status. The Provost noted that IBB planning and implementation is on schedule. We are now in year 2 – which is what we call the parallel year – and we are approaching the end of Qtr. 1 where we will flow fund data through the model, show it back to the campus and back to the committee, and make sure it is doing what we think it’s supposed to be doing and make any adjustments that are needed. Also during this year we are creating the tools and the mechanisms for the business folks and the leadership to forward plan. We are also making tweaks to Model 1.0, which we knew we would have to make and why the parallel year is so important.

Question & Concerns Addressed by Provost Rosowsky

Topics Discussed: Tuition under IBB re: PhD Students / Funding of Laboratory Courses under IBB / Cross Listing of Courses / How Graduate Tuition will be Charged in the Future / Programs Split Between Colleges / Summer Discount / Protecting Interdisciplinary Graduate Programs / Graduate College Resources / IBB & Cash Flow / Carrying Forward Surpluses under IBB / Finding Collaborators for Cross-College Graduate Initiatives.

Introduction of new Director of Admissions & Enrollment Management, Sydnee Viray, by Dean Forehand

ADMISSIONS REPORT (Sydnee Viray)

Powerpoint presentation attached (Admissions & Enrollment Management Update – Fall 2014).

- Improved technology equals reduced costs.
- You must provide your own password.
- Is available as desktop and mobile version and shows real data.
- It allows you to pull process into your own college/program.
- Decisions/Actions are communicated live time.
- Program built as one size fits all, but programs will be form fitted to each unit’s needs going forward (process has already begun with many).
- Training for units available, if needed.
- Checklists available to form fit to program’s needs (can be built if needed).
- Applications processed with soonest deadlines first (fall 2014). Accounts are maintained in both sides at this time (in Web Extender and in new process).
- Advise if unable to log in when program goes live to all (GradAppl@uvm.edu)
- Easily assembled if preferring to print.

- Web Page being built to put in Job Aides (will aid in accessing most basic functionalities in system).
- Initial Presentation intended for meeting and then roll-out after meeting.
- Working to streamline/control who is making decisions. The intent is that Faculty are controlling/making decisions.
- We will insure Quality Check is included.
- All info for applicant pulled together in one view.
- An enhancement is that all the test scores are being brought in electronically, as well as being submitted by students unofficially. Scores being seen are straight from company.
- We will be building in other scores as well.
- Looking at ways to be consistent in the terms of the type of data collected over time. We are aware of current inconsistencies.

Questions or concerns, please contact Graduate.Admissions@uvm.edu

Question & Concerns Addressed by Sydnee Viray

Why unable to log in? / What was extent of reach? / Have meetings for programs started? / Are there confidentiality issues? / Who maintains ability to modify the file? (The Graduate College maintains ability to view file, but users can view all data - capability to upload other docs available) / Who can check a box that indicates additional specific data? (Only Faculty Coordinators-Directors/Faculty Chairs/Deans) / Concern about different levels responding with different answers (Depends on who is part of the process – we want to keep that ability open - we will form fit to your needs) / PT Process - CNHS will roll out slower to start / Important to see how many applications we have / Required Documents may differ (different applications require different required docs - many options for ways to upload various docs that cover the integrity of the application file or what the student wants to have presented) / Need place to provide Letters of Recommendation / Is there a place to include Waiver of Application Fee? (Application doesn't currently have as a clear option - except for certain programs that have always supported the waiver or are built into the application) ... this point is an active conversation to build in for the future. Need to protect confidentiality in this circumstance.

GRADUATE EXECUTIVE COMMITTEE ACTIVITIES (Dean Forehand)

Powerpoint presentation attached (Dean's Update - Graduate Executive Committee Activities – Fall 2014).

Reminder: You delegate the right to make decisions to the Graduate Executive Committee, which is both elected and appointed. If you disagree with a decision they have made, you can call for a VOTE of the Graduate Faculty.

Have set stipends for GTAs, GAs, and GRAs. Usually don't do until later about April or May, but because of move into IBB and all Budget Managers needing to know what the stipends will be for next year, the stipends were set early.

Because of IBB and because bigger discussion re: Tuition on Grants, we wanted more input than just the Grad Executive Committee so an Ad Hoc Committee was formed, and that Committee is making recommendations to the Grad Executive.

Much work was done in looking at the way Teaching Assistants and Research Assistantships were being treated differently and it was decided this needed to stop. The end result was require a standard stipend and aid package that applies to GAs, GTAs and GRAs.

Ongoing Work in the next few months: Standardize all these processes, including the letters that go to students and the personnel action forms which are starting to be on-line. The appointments are August 30 to Jan. 15, and Jan. 15 to May 30. The semester is defined as August 30 to January 15 (4.5 month blocks).

Stipend monies will be moved to the colleges/schools in the IBB budget rather than being managed through the Graduate College.

The Graduate College still doing the actual physical work of paying the tuition, but the money will flow to (revenue) and from (aid) the Responsibility Centers and be tracked by Finance and Budgeting.

Questions & Concerns Addressed/Discussed by Dean Forehand

Question re: GRAs. You are responsible as a Principal Investigator for any student that you put on a Grant as a Grad Research Assistant. You are responsible for their stipend. 75% of their health insurance premium is paid through a benefit rate associated with the stipend (and charged to the grant) . Graduate tuition in IBB goes to the Unit that the student's program is in. That unit is responsible for paying the scholarship. The conversation continues on putting some tuition in grants. A current working group has suggested that 10 credits per year at the in-state rate be charged to grants for each full-time GRA position supported. The Dean of the Responsibility Center then pays all of the remaining tuition scholarship allocated by the current standard package. Currently, this is envisioned as a direct charge, which can be re-budgeted if a student leaves or is in the continuous registration phase of their training. Consideration of a flat-pooled rate will not begin until FY17.

Question re: International Requirement. Full-time is all they need to be, so 9 credits minimum.

Question re: Major Changes Slide. Stipend \$\$'s given as lines. Those will not be lines in IBB (they are going over as dollars). Those dollars will now go to Responsibility Center permanently.

Will there be a date certain when we know how many lines there will be from the Deans? The Provost and Cindy will not be part of that discussion at the unit level.

NOTE, this is a really good time to engage in conversations with your Deans about the importance of graduate education and your program in particular.

Question – We are not precluded as a unit to offer scholarships, is that correct? You can make the decision to do a tuition scholarship. There will be a rule that it can't be done for every student. There will be a minimum percentage of students that you could do that with (intent is not for you to set your own tuitions like that). All the tuition revenue goes to the Responsibility Center that the program lives in, and the Responsibility Center has to pay all the financial aid.

Question - There is some revenue from F&A, Right? Yes, from the grants. Tuition will not have F&A associated with it. Tuition is an 'other direct cost' that does not have F&A associated with it, but the stipend does. Your Dean will get the F&A that comes from your grants – some % goes to OVPR, but for the most part the Dean gets that \$\$ and then the Dean makes the decision on how the money is distributed in the college.

Question - Allocations to Colleges & Schools? Allocation comes down to making the best strategic decisions at the unit level for making sure you are supporting graduate education. Do have choice. Expectation is that we will see a shift in seeing graduate students more from their research potential than teaching potential.

Question - Implications on Graduate College Fellowships? The GC has no tuition revenue in the new budget. Thus, the GC Fellowships will no longer exist.

NEW BUSINESS

The Graduate College is doing a Case Statement with the Foundation for the Campaign.

Work is being done on a document like the OVPR Research Manual. If you have stories about graduate education, it could be included in such a document so please send to us. We have asked the graduate students to send us info on who are mentoring undergrad students in the lab and how many are doing outreach for the university. The Graduate Student Senate is asking graduate students to send in those kinds of stories. If you have stories, please send to the Graduate College.

ADJOURN

The meeting concluded at 5:40 PM.

Attachments:

Admissions & Enrollment Management Update – Fall 2014 / Powerpoint Presentation

Dean's Update – Graduate Executive Committee Activities – Fall 2014 / Powerpoint Presentation