



Thursday, January 25

7:30 - 9:00 AM Winder Board Room, 300 Park Building
or

2:00 - 3:30 PM Winder Board Room, 300 Park Building

Minutes

1. Welcome – Dave Kieda (Graduate School)
2. Legislative Session
 - a. The Utah Legislature is currently meeting. Current priority for the University is salary increase, which looks likely to pass. If it does pass, both faculty pay and stipends will be affected. Tuition Benefits stipend will rise by \$500, consistent with expected ~2.5% raise for staff and faculty.
3. Graduate Assembly
 - a. There's an interest growing in forming a Graduate Assembly to act as an advisory body for graduate student affairs at the University, as an outgrowth of activism regarding changes to tax policy in 2017. Graduate students working with The Graduate School are drafting a petition to be sent to the Academic Senate.
4. Reauthorization of the Higher Education Act
 - a. There's an upcoming reauthorization of the Higher Education Act in about a month which may eliminate public service loan forgiveness, which could affect graduate students and enrollment in certain programs. The Graduate School will communicate information as it becomes available.
5. Deadline Reminders
 - a. applications for UTAs are due tomorrow (January 26)
 - b. Rosenblatt Prize applications are due February 9
 - c. Distinguished Mentor Applications are due February 14
6. Committee Needs – Dave Kieda (Graduate School)
 - a. The Graduate School needs committee members for the upcoming fellowship awards, including for UTA/GRFS and Distinguished Mentors. Those interested in serving on a committee should contact The Graduate School at info@gradschool.utah.edu.
7. Student Progression Post-Thesis & Dissertation – Dave Kieda (Graduate School)
 - a. Departments are reminded to continue to track students from defense to their graduation and, where necessary, create policies to keep students actively working toward graduation through the thesis formatting and other administrative processes post-graduation. The Graduate School is considering working with UIT to develop an online dashboard to make information relevant to this easily accessible.
8. Thesis Office Updates

- a. The Thesis Office is exploring the possibility of using a basic template to reduce complexity of the template.
 - b. We are also actively working to get student access to Grammarly, an AI editing software, which does automatic proofreading as well as plagiarism checks.
 - c. The Thesis Office will implement fully online submission and review in Spring 2018 so that students do not have to print out a document & pick up hard-copy edits. This should help with student completion if the move away before completing the final revision of their manuscripts.
9. Thesis & Dissertation Standards & Procedure – Dave Kieda (Graduate School)
 - a. DoGS are requested to remind supervisory committees that thesis and dissertations must be submitted to the committee at least two weeks before the committee meets for the defense. If the manuscript is not provided to the committee with adequate time before, the defense is not valid according to Graduate School policy.
10. Graduate Student Housing – Dave Kieda (Graduate School)
 - a. DoGS should be aware that the Downtown Commons will no longer be accepting graduate students starting Fall 2018. The Graduate School is working with the office of Housing & Residential Education to develop a resource for graduate student housing in the valley at <https://housing.utah.edu/housing-options/graduate-housing>.
11. Upcoming Events – Katie Ullman (Graduate School)
 - a. CTLE Workshops 1.26.2018 & 2.9.2018
 - b. Thesis & Dissertation Workshops in February
 - c. Thesis Office Resources Presentation 2.8.2018
 - d. Graduate Funding Success Workshops for non-STEM students 2.13.2018 & 3.13.2018
 - e. DoGS are invited to follow upcoming events on our handout or online at <http://gradschool.utah.edu/upcoming-events>.
12. Website Changes – Danny Nelson (Graduate School)
 - a. The Graduate School has made some updates to some of its webpages. DoGS are encouraged to familiarize themselves with the new resources and share them with their department faculty, staff, and students.
 - i. Upcoming Events: <http://gradschool.utah.edu/upcoming-events>
 - ii. Science Communication: <http://gradschool.utah.edu/science-communication>
 - iii. DoGS Resource Page: <http://gradschool.utah.edu/directors-of-graduate-studies>
13. Supplemental Admissions Questions – Teri Clawson (Admissions)
 - a. A glitch in the Admissions website caused the results of a questionnaire regarding student criminal record or suspension from university programs to be briefly visible to admissions committees; the glitch has now been fixed. DoGS are reminded that admissions committees are to review academic qualifications only, and that decisions regarding admittance in relation to campus safety are made by the Admissions Office with no mechanism for appeal by the department.
14. Open Forum

- a. DoGS from departments located and/or working in Research Park requested The Graduate School look into increasing shuttle service to TRAX stations and main campus. The Graduate School will explore possibilities and report at a later meeting.

Announcements

1. Please update DoGS contact information by emailing any changes to DoGS, department information such as office location & phone number, and graduate contacts to info@gradschool.utah.edu.