



Thursday, November 30 2017

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. Graduate Fellowship Opportunities – Dave Kieda (Graduate School)
  - a. DoGS were requested to remind students that many Fellowship applications are due early in January. Students should be encouraged to work on their applications over the holiday break.
    - i. Marriner S. Eccles Graduate Fellowship due January 12, 2018.
    - ii. Steffensen Cannon Scholarship due January 12, 2018.
    - iii. Graduate Research Fellowship due January 19, 2018.
    - iv. University Teaching Assistantships (UTAs) due January 26, 2018.
  - b. Updates for all other Graduate School scholarships & fellowships are posted online at <http://gradschool.utah.edu/tbp>.
3. Discussion: Tax Reform and Graduate Student Tuition Waivers – Dave Kieda (Graduate School)
  - a. DoGS were reminded of the current proposals for tax reform being reviewed by Congress and their potential effect on graduate students' financial burden. DoGS were recommended to be sensitive to students' uncertainty and to incorporate discussions about the tax reforms into their regular town hall meetings. Information about the impact of the tax reform on graduate studies is being updated at <http://gradschool.utah.edu/2017-tax-proposals>.
4. Reminder: Graduate Student Progress Monitoring Initiative – Dave Kieda (Graduate School)
  - a. Dogs were reminded to prioritize developing methods of monitoring graduate student progress, with a special emphasis on making sure certain milestones such as qualifying exams happen in a timely manner. The Graduate School will take ongoing suggestions and reports of success about the methods departments use to track graduate student progress toward graduation. Further discussion may include a University-wide standard for student progression plans.
5. Update: Preliminary Formatting Reviews for Thesis and Dissertation Manuscripts – Dave Kieda (Graduate School)
  - a. The Thesis Office of the Graduate School announced that beginning Spring 2018 all students who wish to process their manuscripts through the Thesis Office in order to graduate should arrange for a preliminary formatting review. This lower-stakes, shorter review will help reveal significant formatting issues in manuscripts that will be an impediment to speedy approval by the Thesis Office. Students are allowed to turn in a

chapter or more of a manuscript for a preliminary review, or may sign up for a 20-minute, in-person format review consultation. The Thesis Office will have an appointment calendar for students in place by Spring 2018. Information will be updated at <http://gradschool.utah.edu/thesis>. Karl Schwede reminded the DoGS the need to continue to update the Thesis Office templates. A meeting of the Thesis Format Review Group will be set up for early January. The Graduate School Dean seeks any input regarding thesis formatting and review process that might help guide that discussion.

6. CTLE Workshop – Katie Ullman (Graduate School)
  - a. December 1, 2017: Presentation Toolkit: Creating Effective PowerPoint Lecture Slides.
  - b. CTLE Workshops are updated each semester at <http://ctle.utah.edu/tws>.
7. Distinguished Mentor Award 2018 – Katie Ullman (Graduate School)
  - a. Mentor nominations are due February 14, 2018. This prestigious award recognizes the impact good mentors have on trainees and students at the University of Utah. The application for nomination has several components, so DoGS are requested to encourage students and faculty to nominate early.
  - b. More information updated at <http://gradschool.utah.edu/mentor-award/>.
8. Report: Graduate Student Travel Assistance Award – Manuel Solis (Graduate School)
  - a. The Graduate School reported that the recent changes to the policy for graduate student travel assistance have resulted in an increase in students being served by the award (159 applications were waitlisted in 2016-2017, versus 30 applications so far in 2017-2018). The Graduate School will continue to monitor the success of the policy in reaching a greater number and variety of students.
9. Report: 3MT Showcase 2017 – Danny Nelson (Graduate School)
  - a. The Graduate School reported that the 2017 Three Minute Thesis Showcase was a success, with 15 students participating from a variety of departments. Winner of the Showcase was Materials Science & Engineering student Kun Tian. Ms. Tian will be sent to the regional 2018 3MT WAGS competition in Las Vegas by the Graduate School.
10. Open Forum
  - a. DoGS are reminded to familiarize themselves and departments with the African American Doctoral Scholar Program. This program is especially useful during recruitment. More information available at <https://doctoralscholars.utah.edu>.
  - b. DoGS are encouraged to seek any feedback from graduate students regarding vision and dental insurance coverage, which is a new program this year. The Graduate School will need to renew the insurance agreement in early Spring semester and if there are problems we will need that information for negotiations regarding that renewal.

## 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](mailto:info@gradschool.utah.edu).