



April 25, 2016

7:30 - 9:00 AM 308 SSB

or

2:00 - 3:30 PM 308 SSB

## Minutes

1. Welcome: Dean Dave Kieda
2. Information Item: Lassonde Studio Residency: Tony D'Ambrosio. The Lassonde Studio is scheduled to open in July, at which time there will be 20 single-use apartments available for on-campus living specifically for graduate students. The Lassonde Studio has on-site learning stations, access to a 24-hour café, and cleaning service covered by the cost of rent. Check <http://lassonde.utah.edu> for more information.
3. Award Announcements: Steffensen-Cannon. The full list of Steffensen-Cannon awards have been announced; check <http://gradschool.utah.edu> for more information.
4. Grading. Directors are asked to remind their faculty that grading begins on April 23<sup>rd</sup> and that graduate students should be graded before undergraduates, as the Graduation Office clears graduate students before any others. This is especially a concern with T-grades, so faculty are encouraged to double-check that they do not have outstanding T-grades.
5. International Teaching Assistant Program (ITAP) Update.
  - a. Thirty-six currently matriculated students registered for 2016-2017 ITAP. Twenty-three did not meet the ITAP Spoken English Requirement (SER) and were give the Spoken English Evaluation (SEE). Twelve met the requirement via the SEE.
  - b. Registration for incoming students has opened. For ITAP purposes, students who have met the ITAP Spoken English Requirement (26+ on iBT Speaking) should arrive no later than the weekend of August 13/14. Those who have not met the requirement should arrive no later than the weekend of August 6/7.
  - c. When planning TA responsibilities, remember to look at the iBT speaking score and limit student contact responsibilities for those with low scores. Individuals with 20 or lower should not be assigned student contact work until spoken English has improved. All students who complete the training **and** follow any requirements for English coursework during the semester are eligible for the TBP as a TA. Departments are responsible for following ITAP recommendations regarding level of student contact. See the ITA pages <http://www.utah.edu/ita> for more details and/or contact Diane to discuss. [diane.cotsonas@utah.edu](mailto:diane.cotsonas@utah.edu)
  - d. Pre-semester ITA training will begin in July with an online component. Please let your incoming students know to prepare to devote a small amount of time to Canvas assignments so we can make better use of the in-person time.

6. Information Item: Change to English Proficiency Tests. Directors are advised that the Graduate School is in discussion with the University Credit and Admissions Committee in regards to bringing the Pearson Test for English proficiency onboard as an option beyond the TOEFL exam for foreign-language-speaking students seeking to prove English proficiency. During the process, the Graduate School is ensuring that sub-scores on the Pearson Test will be available to departments who use them as criteria in their admission of foreign-language-speaking students.
7. Information Item: Report of the Tuitions Benefits committee. Benefits committee currently working hard on developing funding in a way that balances and enriches well-resourced departments as well as smaller departments. The committee is looking at PAC-12 schools for examples of what models might work best, but the growth of fellowships from corporations and industry complicates standard models, especially as it relates to use of F&A funds for TBP.
  - a. Under the new budget model, student SCH only counts for 40% of the productivity funds. Number of student majors and number of degrees awarded (undergraduate) account for the remaining 60%. Going forward, the SCH for the Master's level will continue to figure into productivity funds, while PhD courses (7000 and above) have had their SCH productivity funds frozen. For a deeper explanation of this policy, directors are encouraged to review the available information on the OBIA site, located at <http://www.obia.utah.edu>.
8. Information item: Report of the Graduate Writing committee. The Writing committee has been hard at work and is preparing to present a report and recommendation to Dean Dave Kieda and SVPAA Ruth Watkins soon.
  - a. Directors are advised that a Thesis Office committee is being formed to review current formatting standards of dissertations. Directors who are interested in serving on this committee should contact Dean Kieda at [dave.kieda@utah.edu](mailto:dave.kieda@utah.edu).
9. Information item: Report on decision regarding recycled exceptions. After consulting with Admissions, the Graduate School has decided that if a college extends a requirement exception to a student who turns down the University's offer, the college may use that exception for another student without it depleting the number of exceptions the college has to offer not requiring Graduate Admissions Committee approval.
10. Leaving members of the DoGS are commended and thanked for their service to the University. Leaving members should remember to contact their departments to appoint a new Director of Graduate Studies by the beginning of the 2016-2017 school year.

## Announcements

1. DoGS meeting minutes along with any supplemental materials will be posted by the Monday following the meeting. <http://gradschool.utah.edu/dogs-meeting-minutes/>.
2. Please update DoGS contact information. There is a link to a form that allows for edits at the top of the page. <http://gradschool.utah.edu/directors-of-graduate-studies/dogs-contacts-by-department/>.