



September 29, 2016
7:30 - 9:00 AM Winder Boardroom
or
2:00 - 3:30 PM Winder Boardroom

Minutes

1. Welcome—Dave Kieda (Graduate School).
2. Upcoming Fellowship/Award Deadlines – Dave Kieda (Graduate School)
 - a. NSF Graduate Research Fellowship Program – Late October
 - i. deadlines vary by discipline. Visit www.fastlane.nsf.gov/grfp/Login.do for more information
 - ii. note: the Graduate School has a centralized website for GRF support located at nsf-grfp.utah.edu/
 - b. Alan T Waterman Award: October 21st
 - i. note: this is a faculty award for young researchers (under 35)
 - c. Thomas G Stockham Medal for Conspicuously Effective Teaching: November 21st
 - i. DoGS are requested to encourage their faculty to nominate graduate instructors for this distinction.
 - d. Garr Cutler Energy Prize: November 21st
 - e. Boren Graduate Fellowship: January 31st
3. ITAP Update – Dave Kieda (Graduate School)
 - a. During the first two weeks of Fall Semester, the 63 students who were fully cleared after the August ITA Training had one-on-one consultations about their video recordings. Spoken English and ITA Skills classes are under way, with a total of 55 students registered and attending weekly.
 - b. In a few weeks, Diane Cotsonas will be in touch regarding new admits for Spring 2017 and currently matriculated students who have been offered teaching assistantships and will need clearance. Depending upon the needs and numbers, the program will plan a route to ITA Clearance for those who need it. Please begin to identify your needs and discuss with your TBP Coordinators so a smooth start can be planned for the next semester.
4. Upcoming Thesis Office Deadlines
 - a. DoGS are requested to encourage their advisors and faculty to suggest students submit preliminary reviews of dissertations and theses well before the semester deadlines, as it often makes the process go more smoothly for the students and reduces the logjam of manuscripts around the Thesis Office due dates.
 - i. manuscripts 200 pages and over: October 21st
 - ii. manuscripts under 200 pages: October 28th

- iii. follow Thesis Office deadlines here: <http://gradschool.utah.edu/thesis/>
- 5. LaTeX template updated – Dave Kieda (Graduate School)
 - a. LaTeX has been updated and can be accessed on the Graduate School website. All other versions of LaTeX are outdated and should not be used in formatting theses and dissertations. gradschool.utah.edu/thesis/thesis-templates/
- 6. Reminder: Distinguished Mentor Awards – Katie Ullman (Graduate School)
 - a. Although the nomination deadline is not until January 2017, departments are encouraged to help identify strong faculty candidates. Nominations can be made by grad students, postdocs, or faculty. Several support letters are required. gradschool.utah.edu/mentor-award/
- 7. Recycling Exceptions Policy – Katie Ullman (Graduate School)
 - a. Adjustments to the Enrollment Exception policy have been approved by the Graduate Council.
 - i. Departments are expected to use all allotted exceptions for the admitting year before submitting special requests to the Graduate Admissions Committee.
 - ii. If a student who has received an exception decides to decline registration for classes at the University of Utah, the department may re-use that exception for another student within the same admitting year.
- 8. Information Item: Employee Appreciation Day September 29th.
- 9. Travel Update – Dave Kieda
 - a. The Graduate School confirms that students must have an accepted abstract before applying for a Travel Award.
- 10. DoGS Workload Compensation report – Dave Kieda (Graduate School)
 - a. The Graduate School received roughly half of available responses to the unscientific online poll of DoGS workload compensation. DoGS are asked to participate in the survey if they have not yet done so, and the Graduate School will continue to refine the results.
 - i. There was a wide range of time commitments, from 0.1 hours per week to 25+. This number appears to be related to the number of graduate programs and students.
 - ii. Compensation for DoGS workload included reduced committee and teaching responsibilities, shared DoGS arrangements, and reduced mentorship. Financial compensation for DoGS work is rare.
 - iii. The general consensus of departmental approach to DoGS workload is that the compensation is adequate, with a few outliers.
- 11. Announcement: Writing Center eTutoring for Graduate Students
 - a. Graduate Students can now remotely access the Writing Center via the Center's e-tutoring services. DoGS are advised that the Writing Center does not perform proofreading services, but the online editor will help students with argumentation, organization, diction, and other high-level writing concepts.
 - b. writingcenter.utah.edu/graduate-services/e-tutoring.php
- 12. Standalone Graduate Certificates—Dave Kieda (Graduate School).

- a. DoGS are advised that the Graduate Council is discussing the policy language surrounding standalone certificates; i.e., those not requiring matriculation to earn. DoGS who wish to weigh in on the discussion are encouraged to contact Dave Kieda. DoGS will be notified of the Council's decision.
 - b. DoGS should be aware that students in standalone graduate certificate programs are only admitted as non-matriculated students. This makes them ineligible for federal financial aid, and restricts the number of SCH that can be transferred to a future master's or PhD degree (< 9 credit hours)
13. Announcement: Rosenblatt Award Notice
- a. DoGS are asked to remind their departments and faculty that the 2017 Rosenblatt Award is now open for applications. An award notice will be sent to the listserv this week. More information at the Rosenblatt Award website:
<http://www.rosenblattprize.utah.edu/>

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/>.