



Thursday, September 27, 2018

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 – Katie Ullman (Graduate School)
2. Graduate Student Mental Health Education – Shannon Marie Wilkes (Nursing)
  - a. Graduate Student Shannon Marie Wilkes is creating a series of workshops as part of her practicum which involves informing graduate students and departments of the mental health risks of graduate school experience and connecting these constituents with University and local mental health resources.
    - i. To contact Ms. Wilkes to set up a presentation for your College or Department, write to her care of [info@gradschool.utah.edu](mailto:info@gradschool.utah.edu).
3. Reminder: NSF-GRFP Deadlines coming the week of October 22-26
  - a. DoGS should encourage participants in the final development of their application packets. DoGS are also asked to remind faculty of the deadline for letters of recommendation, which is November 1, 2018.
  - b. for more information, visit <https://nsf-grfp.utah.edu>.
4. International Student Updates – Chalimar Swain (ISSS)
  - a. Updates to international student policies are reflective of the increased scrutiny that all international student records will be under for the foreseeable future.
    - i. ISSS is seeing an increase in law enforcement contact with students and departments. DoGS are encouraged to familiarize themselves with their legal rights and obligations before being approached by law enforcement over international student's status and behavior. Departments may wish to refer law enforcement officials to General Counsel if there are questions of legality.
    - ii. DoGS are advised that international student regulations continue to be in a state of flux and should keep in good contact with ISSS regarding student issues. The ISSS newsletter shares the most recent information and can be signed up for here: <https://tinyurl.com/ISSSnews>.
    - iii. The presentation given by ISSS during the first annual DoGS Summit can be found here: <https://gradschool.utah.edu/resource-library/advising-resources>.
5. WICHE – Western Regional Graduate Program Call for Proposals – Katie Ullman (Graduate School)
  - a. Degree programs that are interested in participating in WICHE's Western Regional Graduate Program (WRGP), which allows participating programs to offer in-state tuition

to regional students, are requested to prepare a proposal for review by The Graduate School. Proposals are due by December 1, 2018.

- b. Programs already participating in WRGP do not need to re-apply. This call for proposals is only for new programs that wish to participate.
  - c. More information can be found at <http://gradschool.utah.edu/wrgp>.
6. Upcoming Events – Katie Ullman (Graduate School)
- a. Oct 5: Incorporating Student Feedback to Enhance Inclusive Classrooms (CTLE)
  - b. Oct 8 – 11: Dissertation & Thesis Writing Boot Camp (Marriott Library)
  - c. Thesis Office Due Dates
    - i. Oct 5 – Last day preliminary submissions are accepted
    - ii. Oct 19 – Last day submissions over 200 pages accepted
    - iii. Oct 26 – Last day all submissions are accepted for Fall 2018
  - d. Oct 15: Community College Career Options for Graduate Students & Postdocs
  - e. Oct 26: Maximize Media Engagement: Lecture Video & Canvas Video Best Practices
  - f. Follow updates and other events at <http://gradschool.utah.edu/upcoming-events>.
7. Thesis Office Update – Katie Ullman (Graduate School)
- a. DoGS are advised that the Thesis Office is working on processing the 30 students whose graduation was postponed from Summer 2018 to Fall 2018 due to Summer 2018's manuscript submission overload. The Thesis Office projects that these students will be cleared for Fall graduation by October 15.
  - b. The Graduate School is taking several measures to ensure that all submitting students are graduated in upcoming semesters. Graduate School administration is currently in discussions to implement two computer platforms that will increase transparency while reducing the amount of time each manuscript takes to review and revise: OnBase document platform to digitize the process and Grammarly AI software to automate the time-consuming grammar checks. The Graduate School projects to roll out these solutions in 2019.
8. Three Minute Thesis Update – Danny Nelson (Graduate School)
- a. DoGS are informed that the yearly Three Minute Thesis series of workshops and competition has been moved to Spring Semester, to better align with advisor schedules and student interest. This will also time out better for sending the winner on to the regional competition held in March. DoGS can expect to see advertising for the Three Minute Thesis workshops later in October.
9. Website Highlights – Danny Nelson (Graduate School)
- a. Resource Library
    - i. A new centralized resource page has been set up at <https://gradschool.utah.edu/resource-library>. This site is designed to be a one-stop cache of Graduate School information and resources and will be continually built as more materials are developed. If DoGS or departments have resources to share or requests, they are asked to email [info@gradschool.utah.edu](mailto:info@gradschool.utah.edu).
  - b. Thesis Office Website

- i. The Thesis Office main website (<https://gradschool.utah.edu/thesis>) has been updated with some important information items, including the procedure for requesting manuscript expedition and tips for students who want to reduce their wait time through the Thesis Office publication process. DoGS are asked to encourage their staff and dissertating/thesis-writing students to familiarize themselves with the information and resources found on this website.