



Thursday, March 28, 2019

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. Reminder: April 15 Resolution – Dave Kieda (Graduate School)
  - a. DoGS are reminded to comply to the April 15th resolution as they prepare admissions offers to students. Further information on the April 15th resolution can be found at [https://cgsnet.org/ckfinder/userfiles/files/CGSResolution\\_March2019Rv.pdf](https://cgsnet.org/ckfinder/userfiles/files/CGSResolution_March2019Rv.pdf).
  - b. Admissions offers must contain language which asserts that the University of Utah complies with the April 15 resolution and provides a copy of the resolution or the above link.
  - c. If departments discover that another University is in violation of the April 15<sup>th</sup> resolution, they should contact Dean David Kieda at [dean@gradschool.utah.edu](mailto:dean@gradschool.utah.edu).
3. Discussion: Out-of-Department Registration for Faculty Consultation – Dave Kieda (Graduate School)
  - a. The Graduate Council is considering whether to require a student's home department to sign off for any student registering for faculty consultation hours (course code 7980) outside of their departments. This may reduce the potential of students abusing a loophole whereby they can maintain active status with no oversight by their home department. As the Council considers this issue, DoGS are asked to provide input regarding potential pitfalls and complications that could result from this requirement.
    - i. Several DoGS indicated this policy would affect their students, and asked if there were a less burdensome way of achieving the same outcome.
4. Discussion: Post-Qualifying Exam Supervisory Committees – Dave Kieda (Graduate School)
  - a. The Graduate Council has appointed a sub-committee toward developing policy or procedural language for departments to follow when a situation arises in which a student has completed qualifying exams but has no supervisory committee. As per policy 6-400, students in this situation have a right to timely assessment of their academic progress.
5. Reminder: Updates to Graduate Handbooks – Dave Kieda (Graduate School)
  - a. Graduate handbooks should now all have University standard language regarding campus safety and interpersonal relationships. Departments who have not yet updated their handbooks should include this language in their handbooks at their earliest opportunity.

- b. More information and boilerplate can be found at <https://registrar.utah.edu/handbook/campussafety.php>.
6. Reminder: Grammarly Subscriptions – Dave Kieda (Graduate School)
  - a. The Graduate School's Grammarly Premium subscriptions now has roughly 2,000 activations out of the 8,000+ invitations sent to students. The Graduate School has reached out to the School of Engineering and the School of Business to increase use, as these schools have the largest numbers of non-subscribed students.
  - b. DoGS should all have access to Grammarly Premium, and are encouraged to activate their accounts so as to better understand and promote its use among students.
  - c. More information at <https://gradschool.utah.edu/grammarly>, and see item #11 below.
7. Planning DoGS Summit – Dave Kieda (Graduate School)
  - a. The Graduate School is currently planning the 2019 DoGS Summit. This coincides with President Watkins' Strategy Refresh initiative which aims to reinvigorate the University's goals and our commitment to achieving them. DoGS have the opportunity to help guide University and Graduate School initiatives, and are encouraged to provide feedback to the Graduate School and in the upcoming Strategy Refresh Town Hall Meetings being held by the University on April 3 and May 15.
  - b. More information on the Strategy Refresh initiative can be found at <https://president.utah.edu/strategy-refresh>.
8. Thesis and Dissertation Awards Call for Nominations – Katie Ullman (Graduate School)
  - a. Faculty and graduating/graduated students should be notified that The Graduate School is issuing a call for applications for the 2019 CGS and WAGS dissertation and thesis awards. Students whose manuscripts are accepted to represent the University in these awards will receive a cash prize from The Graduate School. Due dates for the applications will be announced via an email announcement with the University's official call.
9. Information Item: Graduate School Fellowship and Grant Awards to be Announced by April 5<sup>th</sup> – Katie Ullman (Graduate School)
  - a. DoGS should inform their departments to refrain from inquiring about student award status before Friday, April 5th. Questions or concerns can be directed to [info@gradschool.utah.edu](mailto:info@gradschool.utah.edu).
  - b. Several DoGS requested that the selection process occur earlier for mid-March notifications. Dean Kieda will work with the Graduate School Tuitions and Benefits Office to determine how to announce results at an earlier date.
10. Upcoming Events – Katie Ullman (Graduate School)
  - a. March 31: Deadline for Digital Matters Graduate Student Fellowship from the Marriott Library
  - b. April 1: Fulbright Personal Statement Workshop
  - c. April 3: Fulbright Statement of Grant Purpose Workshop
  - d. April 5: Teaching Portfolio (CTLE Workshop)
  - e. April 9: Undergraduate Research Symposium

- i. Graduate Student judges still needed! More information at [https://ugs.formstack.com/forms/urs\\_postereval](https://ugs.formstack.com/forms/urs_postereval).
  - f. April 10: CV Writing Workshop
  - g. April 12: Canvas Course Design Tools (CTLE Workshop)
  - h. April 17: Fulbright US Student Program Information Session
  - i. April 19: Preparing Your Course for Summer and Fall 2019 in Canvas (CTLE Workshop)
  - j. April 23: Predatory Publishing: Recognizing and Avoiding Scam Journals and Publishers
  - k. Other events and updates located at <https://gradschool.utah.edu/upcoming-events/> and <https://gradschool.utah.edu/events-calendar/>.
11. Website Updates – Danny Nelson (Graduate School)
- a. The Graduate School has seen an increase in student requests for re-application for Grammarly Premium. In order to streamline the process, The Graduate School website now has an automated request system, located at <https://gradschool.utah.edu/getting-started/grammarly-reactivation-request>.
  - b. To increase the usefulness of The Graduate School’s recruitment and informational efforts, the online list of program offerings is being streamlined and updated. The Graduate School will reach out to departments to discuss what information to present current and potential students. Questions and concerns can be sent to [info@gradschool.utah.edu](mailto:info@gradschool.utah.edu).

## 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).