**GEPC Meeting Minutes**

**Date:** September 11, 2024

**Attendees:** Sara Sanders, Cornelia Lang, Drew Kitchen, Kate Magsamen-Conrad, Jodie Plumert, Nate Platte, Catherine Moore

1. **GEPC in the MOPP** 
   1. Dean Sara Sanders provided an overview of the role of GEPC according to the current CLAS MOPP. The committee members reviewed the GEPC duties as outlined in the MOPP and had some discussion of these duties. Dean Sanders emphasized that GEPC should set the strategy for Graduate Education and the College.
   2. This year’s plan for GEPC includes discussions of graduate program assessment, the TA allocation process, the role of DGSs and better understanding the collaboration with the Graduate College.
2. **Graduate Education AD Hiring Assessment and Updates**
   1. Dean Sanders emphasized the critical role of graduate education in CLAS, and asked the GEPC to help provide feedback on the CLAS plan moving forward for support for graduate education. Currently CLAS is assessing whether there is a need for an Associate Dean for Graduate Education or would a different configuration (e.g., high level staff member working with other ADs and Dean) be a model to consider?
   2. Currently, this is the way that graduate education is being managed by CLAS: Associate Dean Cheatum and Associate Dean Racevskis should be the contact point for matters of graduate students and graduate education for their respective departments. Departments should also be engaging their DGSs in matters related to graduate students and graduate education. CLAS will make sure that the right set of people are convened in a timely manner to deal with pressing concerns. So far, this system has been working well and there have been a number of issues that have been managed effectively. TA instructional questions can also be sent to Associate Dean Lang. Associate Dean Weiner will be handling matters related to postdoctoral scholars since these are primarily research positions at the university.
   3. TA Allocation changes: this year, the TA allocation process will begin in late September with hopes of being completed by the end of October. Associate Dean Lang will be more engaged than previously because of the important role that availability of seats in introductory level course plays in our enrollment management strategy in the college. A change this year is that there was a call to departments to provide any additional information about requesting any type of change to the current TA allocation. The main criteria for requesting a change involves the need to increase offerings of undergraduate courses, driven by increased enrollment. These requests will be reviewed along with the other data-informed aspects of the TA allocation process.
3. **Grad Program Assessment** 
   1. Associate Dean Lang discussed the importance of academic program assessment, from her perspective overseeing this work at the undergraduate level. Program assessment is often required for meeting accreditation standards. At the undergraduate level, program assessment ultimately is overseen by the Office of the Provost. For graduate program assessment, the graduate college provides guidance and oversight: This year, GEPC will have a series of discussions about graduate program assessment.
   2. The committee recalled the emphasis on using Individual Development Plans and the need for clear standards for faculty advisors and grad students. While appreciated, some departments found IDPs hard to implement and have other alternate structures for ensuring that graduate students are meeting regular milestones in their academic progress. The committee also discussed the issue of students falling through the cracks and the need for programs to have a clear strategy for how to address this. The committee also discussed the role of managing the graduate curriculum and course offerings. Associate Dean Lang mentioned that it would be helpful if GEPC could weigh in on guidance that the college provide around these topics.

**Next Meeting:** October 16, 2024

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