SMU. **Moody School of Graduate & Advanced Studies**

Minutes of the Graduate Council
January 23, 2023

Members in Attendance:

Ali Beskok, Alan Itkin, Akihito Kamata, Elfi Kraka, Anna Lovatt, Brian Molanphy, Volkan Otugen, Alexandra E. Pavlakis, Anthony Petrosino, Robin Poston, Dinesh Rajan, Gretchen Smith
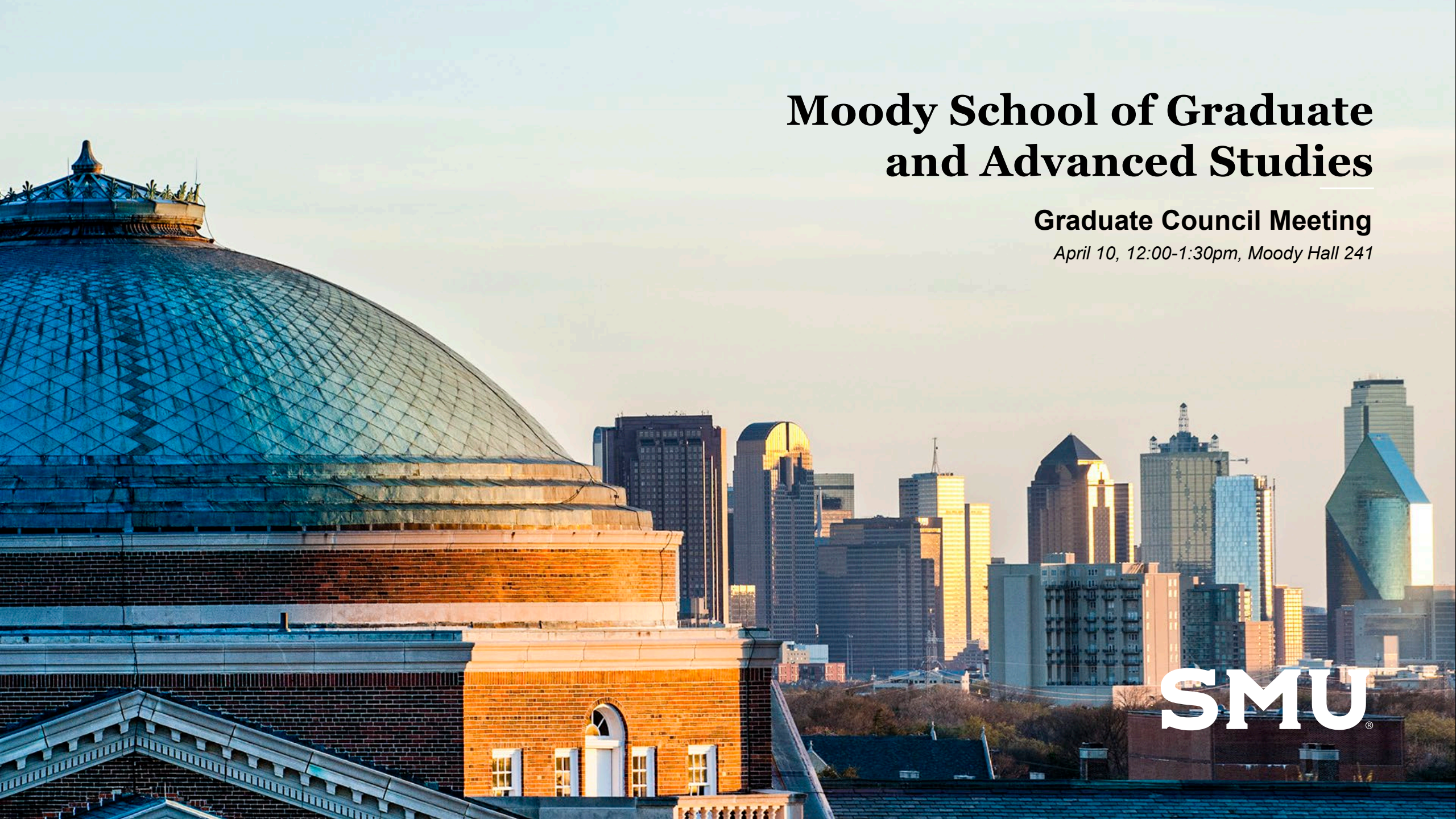
Members Not in Attendance:

Kate Carté, Renee McDonald

Business:

- **Minutes of the November and December Meetings:** A motion to approve the minutes of the November 30 and December 6 meetings was moved, seconded, and carried.

- **SMU Go Policies Vote Results:** Drs. Poston and Itkin shared a policy for the Moody School Charter and Administrative Handbook that was voted on online by the Graduate Council (see slide 5 below). They also shared the results of the vote: 12-0 in favor of the new policy, which was approved unanimously (slide 6). Dr. Itkin presented the comments that were submitted with the survey as well, and Dr. Poston addressed those comments: Online programs in the schools and colleges will continue to be supported by SMU GOCE, and she and the staff of the Moody School will be cautious not to let oversight of SMU GOCE distract from the other priorities of the school.

- **Moody School Fellowship Review:** Dr. Itkin went through the fellowship review process for Moody Graduate, Mustang, and University PhD Fellowships and told Council members that elected members of the Council would be asked to serve on the subcommittee that reviews fellowship nominations (slide 8). Dr. Itkin said that review of nominations would be done online, but that the subcommittee would meet to make final selections. Prof. Molanphy asked whether one of the appointed rather than elected members could serve on the committee, if all representatives of their school on the Graduate Council were in favor of that. There was discussion of this point, and the Council agreed that schools could have discretion to decide which two of their representatives would serve on the fellowship review subcommittee, but that the whole Graduate Council would be informed of any changes to the subcommittee composition.

- **Update from Graduate Appeals Task Force:** Dr. Poston told the Graduate Council that a revised grade appeal policy for graduate students would be shared with them and went through the steps by which the policy had been developed so far. She thanked Drs. Lovatt, McDonald, Otugen, and Rajan for their comments and contributions to developing the policy (slide 10).

- **Graduate Student Success Day:** Dr. Poston went through the schedule for the Graduate Student Success day, which will take place on Feb. 6 and feature Kurt Kraiger, an expert on graduate mentoring, Maria Dixon-Hall, SMU's Chief Diversity Officer, a panel of SMU faculty members who are outstanding mentors, and the Moody School staff (slide 12). The goal of the event is to share best practices and recommendations related to graduate mentoring and to inform faculty of the resources already available to faculty in supporting their graduate students.

- **DPRs for Master's Programs:** Drs. Poston and Itkin reiterated that the Registrar's office is prepared to develop DPRs for master's programs and asked that school representatives send recommended programs to them so that the Moody School can facilitate the connection with the Registrar's office. Dr. Itkin mentioned that the Registrar's Office was working with the MASDA program in Dedman College already and would be happy to work with more programs in other schools (slide 14).

- **Graduate Assistantships:** Dr. Poston went through a summary produced by the University Decision Support office of trends in the number of graduate students supported on assistantships over the past year (slide 16). She pointed out that the number of students supported by assistantships has gone down since 2019. Dr. Kraka said that the Chemistry Department has been operating with fewer graduate assistants than are needed. Dr. Poston responded that she has requested funding to support additional assistantships. Prof. Molanphy pointed out that the renovations in the Meadows School have limited space for Art students to serve as teaching assistants and that, now that the space is opening up again, he expects that there will be more Art students serving as teaching assistants.

- **Moody Faculty Fellowships:** Dr. Itkin said that part of the Moody Foundation Gift was set aside for faculty fellowships and described the limitations that were put on those fellowships (slide 18). He said that the Graduate Council would need to approve a plan for the details of what the fellowship would provide to faculty members selected for them and how faculty would be selected for them. He went through a proposal for the fellowship program, and he and Dr. Poston asked the Council members to discuss the proposal. The Council discussed and agreed that a subcommittee would need to be established to set the parameters of the program and the selection criteria. Dr. Petrosino volunteered to be on the subcommittee on Moody Faculty Fellowships. Drs. Poston and Itkin asked other Council members to volunteer by email.

- **SACM Students:** Dr. Poston informed the Council that the Saudi Arabian Cultural Mission will provide funding for Saudi Arabian students to attend programs at SMU on an approved list (slide 20). She shared this list with Council members. Drs. Kraka, Rajan, and Otugen shared their experience with SACM students. Dr. Beskok mentioned that there is a club of Saudi Arabian students on campus that is active. Dr. Poston said that the list of programs would be sent to Council members by email.

- **Program Representative Breakfast:** Dr. Itkin went through the agenda for the upcoming program representative breakfast, for representatives of PhD programs, MFA programs, and Dedman College Master's programs (slide 22).

- **Other Items:** Dr. Poston updated the Council on the proposal for MFA Health Insurance. Dr. Poston said that there is not currently a central budget for this. She said that she had presented information gathered that indicates that many peer and aspirational peers provide health insurance to MFA students to Provost Loboa. Dr. Poston recommended that a budget proposal be put in next year in support of central funding for health insurance coverage for MFA students. Dr. Petrosino recommended that an update on the current capital campaign be presented to the Graduate Council. Dr. Poston mentioned that the Executive Boards of the schools and colleges presented to the Board of Trustees at their last meeting and that almost all of them made graduate education a fundraising priority.

- Meeting adjourned.

Moody School of Graduate and Advanced Studies

Graduate Council Meeting

January 23, 2023, 9:30-11:00am, Zoom Meeting

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Meeting Agenda

1. Minutes of the November and December Meetings

2. SMU GO Policies Vote Results

3. Moody School Fellowship Review

4. Update from Graduate Appeals Task Force

5. Graduate Student Success Day

6. DPRs for Master's and Certificate Programs

7. Graduate Assistantships

8. Moody Faculty Fellowships

9. SACM Students

10. Program Representative Breakfast

11. Other Items

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Minutes of the November and December Meetings

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SMU GO Policies Vote Results

SMU GO Policy Language

Global, Online and Continuing Education: The Moody School provides administrative oversight for degree and credit-bearing certificate programs offered through the Office of Global, Online and Continuing Education (SMU GOCE). All new credit-bearing programs offered through SMU GOCE must be approved through the following process:

A planning notice of intent will be circulated to the deans of all colleges and schools at SMU. Deans may respond in one of three ways:
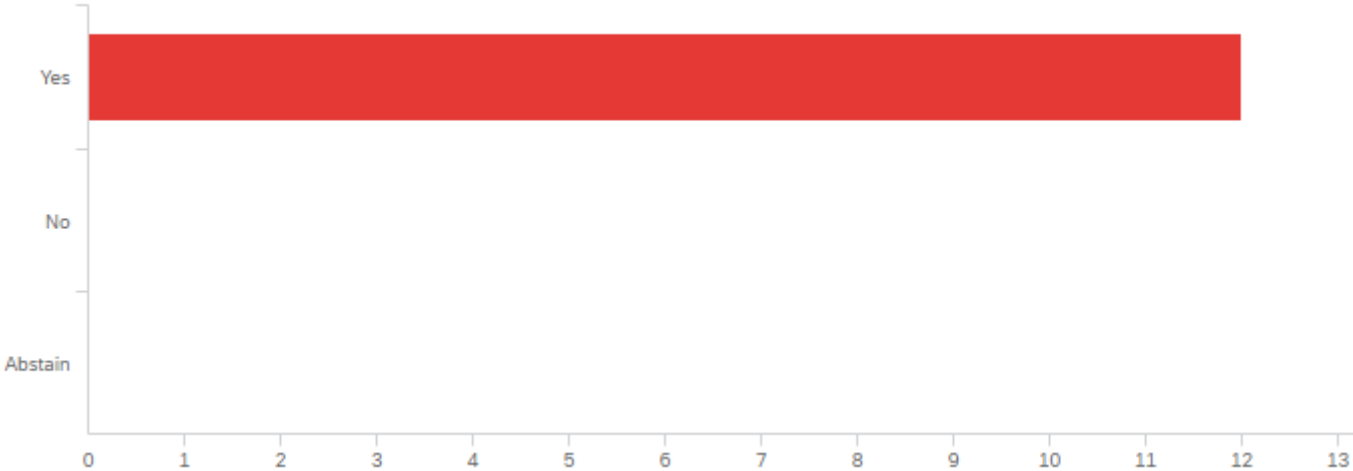
They may reserve the program for development and delivery within their college or school by committing to begin program development in consultation with SMU GOCE.

They may indicate that they support development of the new program within SMU GOCE and may nominate a faculty member to participate in program planning.

They may indicate that they have no objection with the program moving forward without the involvement of their school.

If none of the deans reserves the program for development within their college or school, curriculum development for the new program will be overseen by the Moody School Online Curriculum Committee, made up of faculty engaged in online education and appointed in consultation with their school deans, and will include representatives of the schools that indicated interest in the new program. Curriculum proposals will be forwarded to the Educational Programs Committee and the Board of Trustees for final approval. For every approved program, the Moody School, in consultation with interested school deans, will oversee the administration of the program.

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Vote Results

Online programs offered by SMU/under SMU authority, regardless of schools, should continue to be reviewed/overseen by SMU GOCE to ensure consistency and quality.

This is a very cautious YES vote for me. I'm concerned that overseeing SMU GO may take up a great deal of time and effort. That being said, I recognize that online education IS a potential growth area and Moody's participation is essential.

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Moody School Fellowship Review

Moody School Fellowship Review

» Moody Graduate, Mustang, and University PhD Fellowship nominations are due from departments and programs by Feb. 6.

» Elected members of the Graduate Council are requested to serve on the fellowship review committee.

» We will be reaching out to schedule the meeting of that committee soon.

» Files will be shared with you electronically in Slate. You will review nominations using a rubric in advance of the review committee meeting.

» At the meeting, we will make final decisions regarding fellowship offers and waitlists.

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Update from Graduate Appeals Task Force

Update from Graduate Appeals Taskforce

» We are revising the appeal process based on input received from the Graduate Council, Provost Loboa, and others.

» We are paying special attention to the composition of the final review committee.

» We have gathered appeal policies from 7 schools– Notre Dame (aspirant), TCU (peer), Carnegie Mellon (aspirant), Baylor (peer), Northeastern (aspirant), Emory (aspirant), USC (aspirant)– and are comparing committee composition.

» The taskforce will meet again to put together a revised draft of the policy and then present it to the Graduate Council.

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Graduate Student Success Day

Graduate Student Success Day

Graduate Student Success

Agenda

February 6, 2023

8:00	Breakfast	
8:25	Elizabeth Loboa	Provost Welcome Message
8:30	Maria Dixon-Hall	Best Practices in Recruiting Graduate Students
9:30	Stevie Otto/Rachel Ball-Phillips/ Rob Pearson	Moody Recruiting & Retention Resources and Programs
10:30	Kurt Kraiger	Best Practices in Mentoring Graduate Students
12:00	Lunch	Box lunches
12:15	SMU Faculty Panel, Chaired by Paige Ware	How to Help Graduate Students Graduate
1:15	Rob Pearson/Alan Itkin/Kerri Bennett	Moody Graduation Resources and Programs
2:00	Multiple Facilitators	Bonus brainstorm session on graduate student success

Group by Topic:

- STEM Research Productivity (Poston)
- Recruit Highest Quality Students (Otto and Bennett)
- Science of Mentoring (Kraiger)
- Moody School resources (Itkin and Pearson)

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DPRs for Master's and Certificate Programs

DPRs for Master's and Certificate Programs

» The Registrar is piloting degree progress reports (DPRs) with master's and certificate programs.

» We have connected the Registrar's office to one program in Dedman College, Applied Statistics and Data Analytics (MASDA).

» The Registrar is happy to work with programs in Lyle, Meadows, Simmons, if others want to participate.

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Graduate Assistantships

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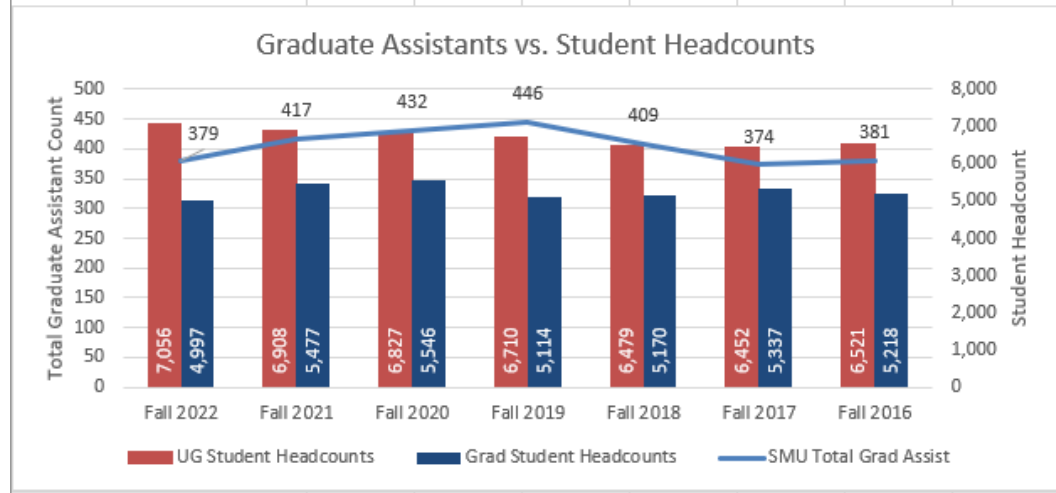
Graduate Assistantships

Fall 2016 - Fall 2022 Graduate Assistants by School and Overall Student Headcounts

	Fall 2022	Fall 2021	Fall 2020	Fall 2019	Fall 2018	Fall 2017	Fall 2016
SMU Total Grad Assist	379	417	432	446	409	374	381
(Schools Only)	368	411	428	439	402	370	377
UG Student Headcounts	7,056	6,908	6,827	6,710	6,479	6,452	6,521
Grad Student Headcounts	4,997	5,477	5,546	5,114	5,170	5,337	5,218
Student Headcounts	12,053	12,385	12,373	11,824	11,649	11,789	11,739
Dedman College	197	199	196	192	185	172	184
Dedman Law	21	25	39	11	13	12	4
Lyle School of Engineering	73	103	96	125	113	95	109
Meadows School of the Arts	48	55	58	70	62	69	62
Perkins School of Theology	7	4	10	11	1	2	3
Simmons School of Education	22	25	29	30	28	20	15
Provost Area	10	6	4	7	7	3	4
Student Affairs	1					1	

SOURCE: University Decision Support HR Census Files (as of Nov. 1st)

Note: Provost Area includes areas like Guildhall, LEC, AT&T Center

Note: Student Affairs is for the Chaplin Office for both occurences

Graduate Assistants vs. Student Headcounts

Moody Faculty Fellowships

Moody Faculty Fellowships

» We are planning to have our first class of Faculty Fellows in 2023-2024

» This is one of the programs proposed to the Moody Foundation in the gift agreement

» Moody Faculty Fellowships "will support outstanding faculty, including visiting faculty, and reward and encourage mentoring of graduate students and the conduct of research."

» They are also intended to contribute to strategic goals, such as increasing conferrals of doctorates to support the Road to R1 and the Strategic Plan.

» We need the Graduate Council's input on this.

» Initial proposal:

  » Award two Moody Faculty Fellowships each year to SMU graduate faculty members

  » A primary component of the fellowship nomination is a record of mentoring success

  » Fellows receive a commitment of a Moody Graduate Fellowship ($30,450/yr stipend for five years) for a doctoral student they recruit in consultation with their department

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SACM Students

https://ru.moe.gov.sa/Search#/University/7026

SACM Students

» SACM=Saudi Arabian Cultural Mission

» Students with SACM fellowships are fully supported to study at US institutions in specific programs.

» List of programs for SMU:
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Program Representative Breakfast

Program Representative Breakfast

Moody School Program Representative Breakfast
January 25, 2022, 8:30-9:30am
Hughes-Trigg Student Center 220BC

Agenda:

1. Upcoming Dates and Deadlines

2. Mustang, Moody, and University PhD Fellowship Nominations

3. Outstanding Graduate Student Instruction Awards

4. NSF-NIH GSS Survey Responses

5. Admitted Student Visit Day

6. Research and Innovation Week

7. Academic Analytics Alumni Insight Tool

8. Dissertation Coaching

9. Fellowship Advising

10. Career Development Support

11. Road to R1

12. Open Discussion

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Other Items