

**Minutes of the Graduate Council
February 10, 2023**

Members in Attendance:

Ali Beskok, Alan Itkin, Akihito Kamata, Anna Lovatt, Renee McDonald, Brian Molanphy, Robin Poston, Dinesh Rajan, Gretchen Smith

Members Not in Attendance:

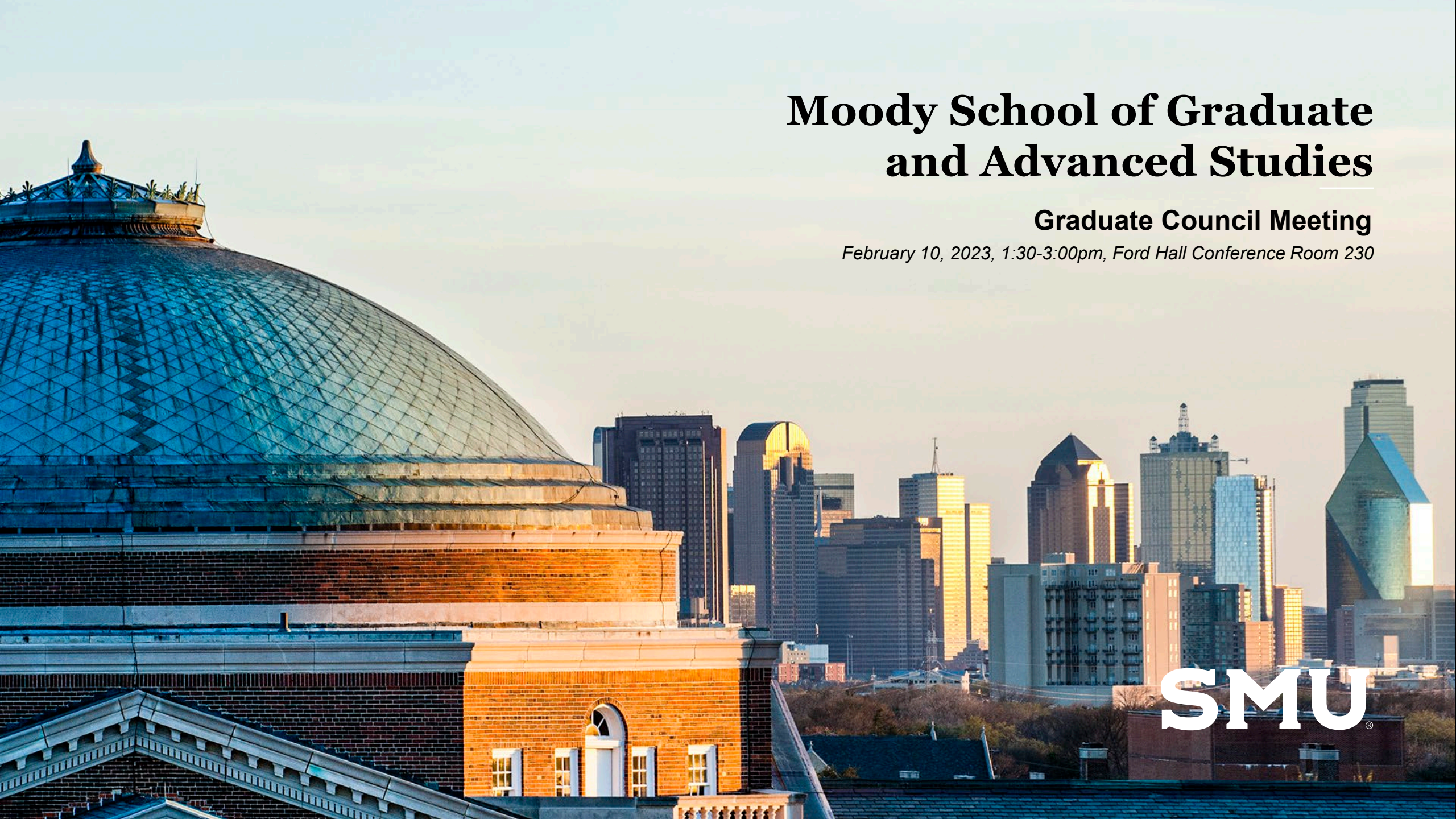
Kate Carté, Elfi Kraka, Volkan Otugen, Alexandra E. Pavlakis, Anthony Petrosino

Business:

- **Minutes of the January Meeting:** A motion to approve the minutes of the January 23 meetings was moved, seconded, and carried.
- **Moody School Fellowship Review:** Dr. Itkin went through the fellowship review process (see slide 5 below). He notified the committee that Dr. Petrosino would be replacing Dr. Pavlakis on the fellowship review subcommittee. He also mentioned that Dr. Kraka asked if she could be replaced on the committee. The Council discussed and agreed that Dr. McDonald would replace Dr. Kraka on the subcommittee. Dr. Rajan recommended that policies for fellowship review be revised to remove the distinction between elected and appointed members of the Council and to allow appointed members to serve on the fellowship review committee. Council members were in favor of this idea. Dr. Rajan recommend that nominations be divided up so that only a subset of the subcommittee was reviewing each nomination, to reduce the workload for the Council. The Council agreed that four out of eight members of the subcommittee review each file, with one representative from each school or college reviewing each file. Dr. Kamata offered to analyze the results and make recommendations about the process afterwards. The Council agreed that, in order to ensure fair review of all nominees, the subcommittee would discuss any significant inconsistencies in how subcommittee members reviewed a nominee and give subcommittee members the opportunity to reconsider their ratings.
- **Graduate Appeals Policies:** Dr. Poston thanked Drs. Lovatt, McDonald, Otugen, and Rajan for their contributions to developing a new grade appeal policy for graduate students in schools whose programs are supported by the Moody School (Dedman College, Lyle, Meadows, and Simmons programs). The Council reviewed the draft of the policy that had been developed so far (slide 7). The Council discussed a number of issues related to grade appeals: whether and when a grade assigned by a faculty member can be overturned, what situations might arise where a grade appeal might be warranted, how the policy can best affirm the principle that the determination of a grade rests with the faculty member, and whether schools and departments should be empowered to

develop separate grade appeal policies that would supersede the one being developed. The Council workshopped the language of the policy, and Dr. Poston made revisions based on their input. Dr. Poston affirmed that she would share the latest draft of the policy with the Faculty Senate and school and college deans. The policy will then be reviewed by the Educational Programs Committee.

- **Moody Faculty Fellowships:** Dr. Itkin reminded the Council that part of the Moody Foundation Gift was set aside for faculty fellowships and described the limitations that were put on those fellowships (slide 9). 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. So far, only Dr. Petrosino has volunteered to serve on a subcommittee to help shape a plan for these fellowships. Dr. Itkin asked for additional volunteers.
- **Moody Hall Digital Pillars:** Dr. Itkin described four digital pillars (slide 11) that will be on the first floor of Moody Hall and will present content provided by each of the four schools whose programs are in the Moody School (Dedman College, Lyle, Meadows, and Simmons). He said that the marketing officers in each school would be asked to provide content for the pillars and asked Council members to encourage the marketing officers to support this effort.
- **Moody Hall Glass Pillars:** Dr. Poston described glass pillars that will be outside of the Moody School Dean's Office on the third floor of Moody Hall (slide 13). She asked for input on what will appear on these pillars. The Council discussed different ideas but did not reach consensus on this.
- **PhD Health Insurance Program:** Dr. Itkin mentioned that there are continued challenges with departments providing lists of students eligible for PhD Health Insurance in a timely and complete fashion (slides 15-17). He raised the possibility that departments assign awards rather than have this done centrally in the Moody School.
- **Strategic Enrollment Management:** Dr. Poston mentioned two reports on graduate admissions and enrollment (slide 19) and asked Council members to review them.
- **Other Items:** Dr. McDonald recommended that the Council discuss University test-optional policies, since this is an important topic with significant implications for graduate admissions and consistent policies do not yet exist at the University level.
- Meeting adjourned.



Moody School of Graduate and Advanced Studies

Graduate Council Meeting

February 10, 2023, 1:30-3:00pm, Ford Hall Conference Room 230

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Meeting Agenda

- » Minutes of the January 23 Meeting
- » Moody School Fellowship Review
- » Graduate Appeals Policies
- » Moody Faculty Fellowships
- » Moody Hall Digital Pillars
- » Moody Hall Glass Pillars
- » PhD Health Insurance Program
- » Strategic Enrollment Management
- » Other Items

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Minutes of the January Meeting



<https://smu.box.com/s/zv3zdgojgc1758nzqoq8878pp5jmn4op>

Moody School Fellowship Review



Moody School Fellowship Review

- » Moody Graduate, Mustang, and University PhD Fellowship nominations have been submitted by departments.
- » Elected members of the Graduate Council are requested to serve on the fellowship review committee.
- » The fellowship review meeting is scheduled for Feb. 28.
- » Files are available in Slate.
- » Instructions will be sent to review committee members on Monday.

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 Lobo, 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.
- » A revised draft of the policy is available for the Graduate Council's review:
 - » Policy draft: <https://smu.box.com/s/b58qtddo12if41surok3bknwf26y6ono>
 - » Flowchart: <https://smu.box.com/s/b1g0d4mk2l0s19kdwsbbcyuowsvqpyri>

Moody Faculty Fellowships



Moody Faculty Fellowships

- » We are planning to have our first class of Faculty Fellows in 2024-2025.
- » 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 additional volunteers for a subcommittee on these fellowships, to help with selection criteria, nomination procedures, etc.

Moody Hall Digital Pillars



Moody Hall Digital Pillars

- » On the first floor of Moody Hall are four digital pillars.
- » The pillars will feature content from Dedman College, Lyle, Meadows, and Simmons.
- » They can feature faculty stories, events, student spotlights, etc.
- » We are reaching out to marketing officers for the schools to gather content.



Moody Hall Glass Pillars



DPRs for Master's and Certificate Programs

- » Outside of the Dean's Office on the third floor of Moody Hall are four glass pillars.
- » Originally, these were going to be changed out each year with the names and programs of PhD graduates from the previous year.
- » We are reconceptualizing these and are seeking input.
- » We do not wish to change them out each year.



PhD Health Insurance Program



Health Insurance Award Current Process

1. Department administrator enters students' assistantships/fellowships into their financial aid accounts online.
2. Once all assistantships/fellowships have been entered: department administrator sends a list of students who are eligible and need health insurance to Moody School (Alan Itkin and Kerri Bennett). Deadline for Spring 2023: Feb. 1.
3. Petitions for students who do not meet criteria are sent to Alan Itkin (aitkin@smu.edu).
4. The Moody School generates a report with students' financial aid and other information to confirm health insurance eligibility of students on department list and works with department to correct any discrepancies.
5. The Moody School works with the Financial Aid office to add health insurance awards to students' accounts.
6. Students receive a notification of their award.
7. The Moody School sends each school a detailed "bill" for their share of insurance, and funds are transferred from the schools.

PhDHealth Insurance Department Spreadsheet

Ph.D. Health Insurance Department Spreadsheet									
Dept./Program:		<input type="text"/>	Year and semester:		<input type="text"/>				
Please return this spreadsheet at least one week in advance of the health insurance enrollment deadline to Alan Itkin (aitkin@smu.edu) and Kerri Bennett (kerrit@smu.edu)									
First Name	Last Name	Student ID	Enrolling for term (Y/N)?	Within 5 years in program (Y/N)?	Fully supported by SMU assistantship or fellowship (Y/N)?	In good standing (Y/N)?	Needs insurance (Y/N)?	<--- If no to any: Petition submitted (Y/N)?	Notes

PhD Health Insurance Award Program

» Advantages of the current process:

- » Moody School can ensure that only eligible students are awarded

» Disadvantage of the current process:

- » Multiple steps to assigning awards slows down awards
- » When students are left off lists, they often reach out to the Moody School or the Dr. Bob Smith Health Center, creating additional confirmation steps with departments
- » Collecting lists, reviewing them, following up with departments, assigning awards creates a significant work burden in the Moody School

» Question:

- » Should we revisit this process and empower departments to make awards based on criteria provided?
- » Moody School would still review petitions, answer questions, disseminate eligibility information, and instructions for assigning awards

Strategic Enrollment Management



Strategic Enrollment Management

- » New University Graduate Admissions Funnel Report: <https://smu.box.com/s/e829l9h0xqb9k78jfzc46ljvfnk6aiv1>
- » Spring 2023 Census Data: <https://s3.smu.edu/ir/reporting/?a=current>

Other Items

