

## 2013 – 2014 Highlights Reports

### IUPUI Graduate Office

#### Indiana University Graduate School at IUPUI

<http://graduate.iupui.edu/>

The Graduate Office at Indiana University–Purdue University Indianapolis (IUPUI) is an office of the Indiana University Graduate School, and serves all graduate programs on the IUPUI campus. In 2013 the Office shifted to a **University Administration office**. The University Graduate School and the IUPUI Graduate Office now operate with one staff organization chart, **creating efficiencies across campuses to better serve graduate programs and students**.

As a result of our alignment with the University Graduate School our **Mission Statement was updated in 2014:**

We are committed to the academic and professional development of a diverse community of graduate and professional students, faculty, and staff through effective delivery of services and innovative activities by fostering collaborations within and across disciplines, campus, and beyond.

### The Success of our Students

- **The Graduate Office oversees approvals for all graduate degrees on the IUPUI campus**, using written evaluations from both internal and external reviewers (<http://graduate.iupui.edu/faculty-staff/affairs-committee/index.shtml>). The IUPUI Graduate Affairs Committee (GAC), which approves all proposals before they go to the Academic Leadership Council and to the Trustees was chaired by Sherry Queener, former Director of the Graduate Office at IUPUI, and includes Dean of the Indiana University Graduate School James Wimbush, as well as representatives of the Dean of the Purdue University Graduate School.
- **Increasing Capacity for Graduate and Graduate Professional Education. One new professional doctorate degree** (Occupational Therapy), **six new certificates** (Medical Humanities, Dietetic Internship Professional Certificate, Innovation and Implementation Sciences, Homeland Security and Emergency Management, Advocacy Skills, Corporate and Commercial Law), and **three new tracks** (Information Assurance and Security in MS Technology, Clinical Anatomy in MS Anatomy and Cell Biology, Corporate and Commercial Law in the Master of Laws (LLM)) were approved and forwarded by the Graduate Affairs Committee of IUPUI for further [required approvals](#). In addition **three new dual degrees** were approved (MD/MPH, BA/MA Philosophy, BA/MA Economics), two of which streamline those undergraduate students passionate about moving on to a graduate degree by creating a 5 year BA/MA program.

- **Transforming Online Education.** In an effort to support the IUPUI Strategic Initiatives the Graduate Affairs Committee approved moving the School of Engineering and Technology's [Masters of Science in Music Therapy](#) to an online platform.
- **Recorders in the IUPUI Graduate Office awarded 254 Indiana University Graduate School degrees, and 283 Purdue University graduate degrees.**
- **The Third Annual Preparing Future Faculty and Professionals (PFFP) conference was held at the NCAA in November 7<sup>th</sup> and 8<sup>th</sup> of 2013,** and featured keynote address from Dr. Erin Albert of Butler University. Participants noted their top sessions were on service learning. This year's conference also included virtual presentations by faculty from Gustavus Aolphus College and Augustana College on teaching at a liberal arts institution. PFFP piloted the Versatile PhD and expanded access to premium content to all graduate and professional students following a 68% increase in usage from AY2012-13. Assistant Dean and Program Director NaShara Mitchell participated in the effort for IUPUI's renewed membership renewal in the National Center for Faculty Development and Diversity (NCFDD). PFFP participants have full access to NCFDD resources.
- **Southern Regional Education Board (SREB) / Compact for Faculty Diversity / Institute on Teaching & Mentoring.** IUPUI hosted 10 students and 6 mentors at the SREB's Compact for Faculty Diversity/Institute on Teaching and Mentoring in Arlington, Virginia. In addition, the Graduate Office also conducted recruitment activities for prospective graduate students, post docs and faculty while attending the conference. Two faculty members met during the conference from Augustana College and Gustavus Adolphus College spoke virtually to participants in the annual Preparing Future Faculty and Professionals (PFFP) conference on "Getting Hired and Tenured at Liberal Arts Institutions."

### Advances in Health and Life Sciences

- **New graduate programs / tracks in the health and life sciences.** Of the thirteen new programs approved by the GAC **one professional doctorate degree** (Occupational Therapy), **three new certificates** (Medical Humanities, Dietetic Internship Professional Certificate, Innovation and Implementation Sciences.), and **one new track** (Clinical Anatomy in MS Anatomy and Cell Biology) are health and life sciences focused.
- **Promoting health, life and biomedical science programs.** Assistant Dean, NaShara Mitchell, attended the 2013 Annual Biomedical Research Conference for Minority Students ([ABRCMS](#)) and the National Organization for Black Chemists and Chemical Engineers ([NOBCChE](#)) annual conference where IUPUI graduate programs in the health, life and biomedical sciences and engineering were promoted to extraordinary underrepresented minority prospective students.

## **Contributions to the Well-Being of the Citizens of Indianapolis, the State of Indiana, and Beyond**

- **The Grad Expo attracts 344 prospective students.** In September, 2013, the Graduate Office hosted the fourth annual Grad Expo which attracted recruiters from graduate and professional programs at IUPUI and from 45 other universities including University of Illinois, Xavier University (Cincinnati), University of Kentucky, Van Andel Institute and The Ohio State University. The goal of the event was to help IUPUI undergraduates find the best fit for graduate level work and to promote the quality of IUPUI graduate programs to peer institutions.
- **The Graduate Office recruits on behalf of IUPUI graduate and professional programs at area companies and nationally.** The Graduate Office serves its community in part by distributing information about opportunities in graduate education to businesses and institutions in the region. During the academic year 2013-2014 staff represented IUPUI graduate program at 8 different organizations including Ingram Micro, Glendale Public Library, Indiana State Government, Firestone, Caterpillar, Covance, JP Morgan Chase, and Community Hospital. Recruiting by the Graduate Office also includes attendance at various career expos, graduate school fairs and open houses, academic and professional conferences, and invited presentations around the state and nation. Institutions include DePauw University, Purdue University, Hanover College, Ball State University, University of Illinois at Chicago, Van Andel Institute in Michigan and Wittenberg in Ohio. National conference representation included ABRCMS and the National Association of Black Chemists and Chemical Engineers (NOBCCChE).
- **Accelerate Acceptance: Secrets of Graduate School Admission.** Held on June 12, 2014 in the Center for Leadership Development in downtown Indianapolis. Accelerate Acceptance is organized by the Graduate Office and the IUPUI Graduate Recruitment Council (GRC), a faculty/staff led group brought together by the Graduate Office to improve coordination of graduate recruitment at IUPUI. The event provides quick tips on how to apply to graduate school. Topics include personal statements, letters of recommendation, test prep, and finding your passion. Forty attendees walked away with a better understanding of how to apply to graduate school.
- **Graduate School Boot Camp.** As a follow-up to Accelerate Acceptance, held on July 12, 2013 at the IUPUI Campus Center, Boot Camp provides in-depth look at topics relating to successfully applying for graduate study. Students submit a draft personal statement prior to the event for faculty review and receive suggestions on how to revise their statement.
- **Network of Indy Colleges** <http://networkofindycolleges.org>. The Graduate Office maintains membership with the Network of Indy Colleges allowing the office staff to recruit within industry and government partners throughout Indianapolis and surrounding areas.
- **Getting You Into IUPUI Institute and Open House.** Hosted over 100 prospective students across disciplines to increase awareness, admission and matriculation into graduate and professional programs at IUPUI. The Institute hosted 6 participants from underrepresented backgrounds. Received sponsorship support from View You, an online video resume.

- **HBCU/STEM Initiative**. IUPUI Graduate Office hosted 9 of the 32 total HBCU/STEM Summer Research Scholars in 2013 and included a weekly professional and graduate school development course for all scholars.
- **Bridges to the Doctorate IUSM**. In 2013 two students matriculated into the Indiana University School of Medicine Biomedical Gateway (IBMG) Program for PhD study following completion of their experience and one will matriculate in 2014. All students are from California State Dominguez Hills. Tuskegee University was added to the Bridges grant and subsequent s included Getting Into Graduate School presentation, advising sessions along with research presentation from Dr. Randy Brutkiewicz. One Tuskegee student is currently in the Bridges program and preparing his IUSM application.
- **National Organization for the Professional Advancement of Black Chemists and Chemical Engineers (NOBCChE) and National Society of Black Engineers (NSBE)**. IUPUI Graduate Office sponsored the Annual Women’s Reception during the national conference of NOBCChE as well as other recruitment activities in collaboration with the Department of Chemistry. Two students from the University of Alabama were selected by the Department of Chemistry to participate in Getting You Into IUPUI 2013 as a result of attending the reception. Assistant Dean Mitchell also collaborated with School of Engineering during the National Society of Black Engineers for recruitment activities which included a campus tour. A video summary of the national convention held in Indianapolis is available at <https://www.youtube.com/watch?v=Vvr7oU5T-ow>.
- **SREB Institute for Teaching and Mentoring** Attended and spoke with regarding programs. Two faculty members from Augustana College were included in this year’s PFFP conference as presenters. Their topic received praise for highlighting different options for teaching. The session on service learning also received very high praise from students.
- **Versatile PhD** was moved beyond pilot stage and expanded to all graduate students.

### **Best Practices**

- **Strategizing for Success: IUPUI Graduate Recruiters Workshop**. Held February 21<sup>st</sup>, 2014, Strategizing for Success is an opportunity for recruiters across the IUPUI campus to gain information on effective recruiting, this event included sessions such as: “Finding Our Own Rhythm, A Collaborative Approach to Rockstar Recruiting”; “Communication Strategies That Turn Inquiries Into Active Students”; and “Recruiting: Many Voices, One Vision?”.
- **American Association of Collegiate Registrars and Admissions Officers (AACRAO)**. Monica Henry from the Graduate Office attended the 2014 AACRAO annual conference, which covers enrollment management and admissions “best practices” with the goal to bring back innovative ideas that align with the IUPUI Strategic Initiatives.

### **Collaboration**

- **IUPUI Graduate Recruitment Council (GRC). Established in 2010, Forty-four** members representing **31** schools/departments on the IUPUI Campus. **Mission:** The mission of the IUPUI

Graduate Recruitment Council is to encourage campus wide collaboration amongst all graduate and professional programs in recruiting highly talented graduate students to IUPUI. **Goals:** To support both full-time and part-time programs; to recruit students continuing directly from undergraduate programs and those who are returning after work experience; and to embrace diversity by recruiting among underrepresented groups

- **IUPUI Graduate Diversity Recruitment Council.** Assistant Dean NaShara Mitchell and Kimberly Stewart-Brinston, Director of Office for Diversity Access & Achievement, re-launched the Diversity Recruitment Council to partner undergraduate and graduate recruitment and retention of underrepresented and diverse students, encourage campus wide collaboration, and greater community involvement. The Council meets quarterly with representatives from schools/departments. One immediate result was the coupling of the Graduate Office led Getting You Into IUPUI Graduate and Professional Programs Institute and Open House with an undergraduate “overnight experience” in October 2014.
- **Indiana University-Purdue University Indianapolis Post-Baccalaureate Research Education Program (IPREP)** is funded through the National Institutes of Health and prepares students for successful graduate careers through a 12 month intensive research experience working with an active faculty research mentor in an area relevant to the student’s career interests. The University Graduate School Dean / Associate Vice Chancellor for Graduate Education and Assistant Dean NaShara Mitchell will assist with the preparation for graduate school admission into a competitive PhD program.