Dr. Mark Tausig called the meeting to order at 3:05 p.m.

Present: Dr. Sheng Bao, Heather Blake, Marissa Blewitt, Dr. R. Ray Gehani, Michael Giannone, Dr. John Goodell, Dr. Hendrik Heinz, Dr. Toshikazu Miyoshi, Phyllis O’Connor, Dr. Oghenetoja Okoh, Dr. Tim O’Neil, Dr. Kathleen Ross-Alaolmolki, Dr. Harvey Sterns, and Dr. Tang Tang.

1. Minutes from April 10, 2013 meeting were unanimously approved.

2. Reports

   Michael Giannone, Information Technology Services, provided a report to those graduate faculty members present. A copy of the report is attached.

   Phyllis O’Connor, Interim Dean, University Libraries, provided a report to those graduate faculty members present. A copy of the report is attached.

   Dr. John Goodell, Vice Chair, Graduate Council, provided a report to those graduate faculty members present. A copy of the report is attached.

   Marissa Blewitt, President of Graduate Student Government, provided a report to those graduate faculty members present. A copy of the report is attached.

   Dr. Mark Tausig, Associate Dean of the Graduate School, provided a report to those graduate faculty members present. A copy of the report is attached.

3. Action Items Referred from Graduate Council

   There were no action items referred from Graduate Council.

4. Old Business

   There was no old business for discussion.

5. New Business

   There was no new business for discussion

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Heather A. Blake
Graduate School
This is a brief recap of ITS selected projects and activities over the past year. Most of these projects were/are done in cooperation with various departments and colleges.

**Recruiting: Royale**

Royall was chosen to leverage their marketing and recruitment expertise to increase the number of University admissions applications. Royall targets qualified students and optimizes the application and tuition deposit processes, among other benefits. Working with Admission and Recruiting groups last Fall, IT implemented phase one of the project, which focuses on the recruiting traditional high schools students. Future phases will include recruiting and support of transfer and international students.

The University has already begun to see the results of the Royall campaign, as new freshman applications last November were up over 80% compared to the same time the previous year. Future phases will include recruitment of international students, underclass high school students and transfer students.

As of the Spring 2014 semester, the Royall program is in full production and yielding significantly more applicants for both domestic and international undergraduate students.

**Advising: Grades First**

The GradesFirst advising application already used by Athletics was expanded for use by Academic Advising and advisors in the Colleges. GradesFirst provides early alert, advising management, integrated communications, and tutoring management services for the purpose of improving the quality and effectiveness of academic advising.

The technology provides features not available in PeopleSoft such as communication tools to more effectively interact with students, online scheduling of appointments, early alerts to identify students who need help, and supplemental services to assist advisors and tutors in dealing with students.

In early March 2014, phase 1 of the deployment was completed.
**Virtual Lab**

The Virtual Computer lab, previously hosted in the cloud, was moved back into the University Data Center. The on-site virtual computer lab was operational on August 26 for the start of the Fall semester. This lab provides students access anywhere, anytime to expensive, licensed software needed for their classwork.

The transition from a hosted environment to an on-site environment resulted in a three-year savings of $200,000. Additionally, the on-site virtual lab solution provides the potential for increased services not available in the previously hosted environment.

**e2Campus**

A new emergency notification system, e2campus, was implemented to provide faster, better emergency notifications to students, faculty and staff at the University.

- All data from the old system was exported and cleaned to produce a database of active students, faculty and staff.
- A new system has been configured and is ready to deliver mass communications.
- University Police dispatchers were trained in the use of the system.
- Large scale test of the system is being scheduled for early December.

Next steps include:

- Integration of e2campus messaging with digital signage, social networks; Facebook and Twitter.

Integration with other emergency systems such as fire alarm systems, campus loud speaker systems and telephone bridges.

Due to our weather-related closures at the end of January, we were able to provide a complete test of the new system. The response rate of messages sent was increased dramatically. The old system took as long as 20 minutes to send our notifications. The new system completed a send to 12,170 unique telephone numbers in less than five minutes.

**iPads for Mobile Recruiters**

iPads were provided to Admissions recruiters to improve their recruiting processes.

The iPads provide recruiters with remote, mobile access to the application forms and status, scholarship status, and other important information for prospective and committed students. They have also been pre-loaded with a selection of videos, photos and other marketing materials to share with prospective students and their parents.

Due to the success of this program, it has been expanded to include recruiters from MCUC, Lakewood and Wayne campuses.
**Wireless Network**

Throughout the Fall 2013 semester, we experienced problems with wireless connections on campus. The Networking group, with the assistance of Cisco engineers, isolated the problem in a security device called a firewall. Rebuilding the firewall eliminated the intermittent network connection issue.

Over the next three years, we will upgrade our wired and wireless networks to accommodate the addition data traffic created by the multiple wireless devices (i.e. cell phones, iPads, tablets/laptops, TVs, gaming machines, etc.) students are bringing on campus.
Possible Consolidation of Bierce Library and the Science & Technology Library:  
Background Discussion  
Spring 2014

The librarians are constantly assessing changes in teaching and learning, research, and the acquisition and access of knowledge as we prepare for our annual action planning process in support of our Strategic Plan. The focus of our plan is to provide outstanding library support and services. In the early stages of the FY15 planning, several factors are worth noting:

- The Board of Trustees adopted Master Guide Plan includes a **Bierce Library Façade Expansion** – in keeping with the plan for an “Academic Way” right in front of Bierce Library. Such an expansion would also allow for repurposing space on the ground, second, and third floors of Bierce, including the addition of much-needed quiet study space in Bierce.
- Another factor is the shift in the Federal Depository Library Program from print to a focus on electronic government information. The de-accessioning of never-used print documents will provide renewed and innovative use of thousands of square-feet of space on the ground floor of Bierce.
- A legitimate consideration is how we might reframe our services and facilities in light of the fact that a vast majority of our current and certainly future acquisitions are electronic.

The campus might recall that the previously developed Learning Commons Plan called for on-going and innovative approaches to space utilization, collections, and services.

All of these perspectives have led us to ask if the consolidation of Bierce Library and the Science & Technology Library may be the best way for the libraries to optimize service delivery and capacity utilization. Combining personnel in one location will help ensure that services are meeting the needs of the campus constituency and it will enhance our service model and allow library faculty to focus on outreach, teaching, and research support.

If the Science Library collection were integrated with the Humanities and Social Science collections, access to physical content will remain the same. Additionally, the percentage of electronic only resources, particularly in the sciences, increases every year, and access to digital information is 24/7 and does not rely on the physical proximity of collections. In addition, faculty have the option to have books requested through the OhioLINK or Interlibrary Loan systems delivered to their campus offices, and articles from UA’s library collection or from any of our Interlibrary Loan partners are already delivered to the desktop. Such an approach will create an interdisciplinary collection and provide an interdisciplinary-focused library facility in one location.
Since the beginning of the academic year, the Graduate Council has had five meetings.

- The Curriculum Committee, chaired by Dr. Xin Liang, has reviewed and approved 88 curriculum proposals so far this year.

- The Graduate Faculty Membership Committee, chaired by Dr. Francisco Moore, has reviewed and approved 91 applications for graduate faculty membership so far this year. All applicants were approved by Graduate Council.

- The Student Policy Committee, chaired by Dr. George Chase, has not met this year as the committee has not been charged with any tasks.

- The Graduate Council as a whole has discussed academic program review and the programs currently under consideration for suspension.

Respectfully submitted,

Dr. John Goodell, Assistant Professor, Finance
College of Business Administration
Vice Chair, Graduate Council
The University of Akron
Graduate Student Government
Year End Report

Prepared by the Executive Committee of the Graduate Student Government

Marissa Blewitt, President
Alvaro Rodriguez, Vice President
Shamima Jahan, Treasurer

Presented to Graduate Faculty on Wednesday, April 9, 2014
Marissa Blewitt, GSG President

2013 - 2014
EXECUTIVE SUMMARY

The 2013-2014 Graduate Student Government (GSG) administration defined *Connecting Campus* as its leadership vision – enabling graduate students to interact with different constituencies both on and off campus was the goal. As its second priority, the 2013-2014 administration focused on improving the *internal organization* of the Graduate Student Government.

2013-2014 Connecting Campus and Internal Organization Outcomes:

- Creation of the **Graduate Assistant Resources** website (http://www.uakron.edu/gradasst/index.dot)
- Creation of the four **GSG Directors of Outreach** positions: Akron Community, Alumni, Student Organization, and Undergraduate
- Establishment of **GSG and University of Akron partnerships**
  - Graduate School
  - Office of Graduate Student Development
  - Office of the President
  - Office of the Provost
  - Institute of Teaching and Learning
  - Office of the Vice President of Public Affairs & Development
  - Office of the Associate Vice President & Dean of Students
  - Department of Student Life
  - Office of International Programs
  - University Libraries
  - Career Center
  - Faculty Senate, University Council, Graduate Council, and Diversity Council
  - Undergraduate Student Government, Student Bar Association, and Student Trustees
- Expansion of the graduate student network though **purposeful programs**
  - Graduate Student Government Fall 2013 Social
  - Graduate Student Government Spring 2014 Leadership Symposium
• Graduate Career Workshops (presented by the Career Center)
• Graduate Research Workshops (presented by University Libraries)
• International Flag Quilt Initiative (cosponsored with Student Life)
• Mother Language Day (cosponsored with Undergraduate Student Government)

• Creation of a detailed **GSG Leadership Expectations document** and revision of the **GSG Bylaws and Election Rules**
• Improved **GSG EAF budget management and distribution of financial resources** both for individual graduate students applying for Professional Enrichment Grants and for student organizations

The 2013-2014 Graduate Student Government made graduate student success its priority – setting out to connect graduate students to the University of Akron faculty, staff, and alumni, in turn, **connecting graduate students to campus**. To work towards the improvement of graduate student success and leadership, the 2013-2014 administration worked to be better advocates of the graduate student voice in addition to collaborating with University departments to provide better professional development opportunities for graduate students.

GSG’s commitment to graduate student success in the past year can be seen through the number of graduate students serving on university committees, the GSG Directors of Outreach proposed work with the University of Akron community, and the number of conference travel grants provided by the GSG Professional Enrichment Grant (PEG) process.
INTRODUCTION

The Graduate Student Government (GSG) objectives are to govern graduate student affairs, represent the graduate student voice, and promote interdepartmental social exchange and interaction between graduate students. The GSG structure is shown in Figure 1 and is made up of two advisors, an executive board (President, Vice President, Treasurer), four Directors of Outreach (Akron Community, Alumni, Student Organizations and Undergraduate), a Senator representing each college, and department representatives.

Figure 1. Organizational structure of the Graduate Student Government.

The development of the Leadership Expectations document helps explain the new structure for the organization. Four new GSG leadership positions were introduced with the goal of Connecting Campus. The role of the Directors of Outreach (Alumni, Akron Community, Student Organization, and Undergraduate) are to act as the liaisons between
the graduate students and their constituency, providing timely updates on issues as well as opportunities during the academic year.

GSG is proud to be the voice of The University of Akron graduate students in matters that affect their general wellbeing. Getting involved on and off campus is an excellent way to develop professional experience and demonstrate leadership. The following examples are just some of the many ways that graduate students can and are encouraged to participate in The Akron Experience.

- Office of Graduate Student Development
- Graduate Student Organizations
- Graduate Student Government
- Diversity Council
- University Council
- Graduate Council
- Faculty Senate
- Homecoming
- LIFE Awards
- SpringFest
- Athletics
- OrgSync

GSG uses financial resources received from The University of Akron general fund to provide financial support to registered student organizations and individual graduate students through the Extracurricular Activities Funds (EAF). The EAF exists to encourage programs, activities, projects, research, and leadership development that complement learning in the classroom with learning outside the classroom. EAF enhances student engagement with the campus community and contributes to student success.
PURPOSEFUL PROGRAMS

Graduate Assistant Resources: http://www.uakron.edu/gradasst

The purpose of this website is to improve the accessibility of information for prospective and current graduate students seeking graduate assistantships at The University of Akron. The site is divided in the seven sections: the main page, eligibility, compensation, application process, policies, FAQs, and a position posting blog. The site is maintained by the Office of Graduate Student Development. The Graduate Student Government encourages graduate faculty to share this website with your incoming and current graduate students.

Fall 2013 Graduate Student Government Social

The GSG Social is a program created to welcome graduate students to a new academic year. This year, Dr. Heather Burton addressed the attendees as the keynote speaker, sharing the many opportunities provided by the new Office of Graduate Student Development. The GSG Social provides a professional atmosphere for graduate students to network and interact with diverse members of The University of Akron. There were approximately 100 attendees. The Graduate Student Government encourages the graduate faculty to share this opportunity with your incoming and current graduate students – more information will be available on the GSG website (uakron.edu/gsg) in late summer 2014.
Graduate Student Government & Student Life International Flag Quilt Initiative

The GSG and Student Life cosponsored International Quilt Initiative was a project to recognize our international student population in a visual way. GSG suggested that there should be some visual representation in the Student Union of the countries represented by international students and with the help of Student Life, a quilt of flags was designed and sewn by Natalie Mallinak, a sophomore majoring in Fashion Merchandising. The flag is permanently displayed in the Student Union trapezoid lounge, near Starbucks.

Spring 2014 Graduate Student Government Leadership Symposium

The GSG Leadership Symposium is normally a program held twice a year, created to bridge the gap between academics and professional careers for graduate students at large. Distinguished members of the University and the community share their professional experiences — helping students shape their career path, build a professional network and gain the leadership skills needed to connect with future employers and colleagues. This year, Vice President LaGuardia spoke to a group of fifteen students about his Path to Success. The students learned many valuable lessons about networking, leadership, and life from the Vice President in the discussion based presentation.
Additional Programs (Collaboration and Support)

• SpringFest 2013 (volunteer)
• SOuRCe Leadership Retreat (presentation)
• New Roo Weekend (volunteer)
• Board of Trustee Presidential Search (constituency advisory committee)
• Office of International Programs, International Orientation (presentation)
• Veterans Celebration Week, Care package drive (cosponsored with the Undergraduate Student Government)
• GSG graduate class presentations
• Future Faculty Workshop (presented by the Institute of Teaching and Learning and the Office of Graduate Student Development)
• Graduate Career Workshops (presented by the Career Center)
• Graduate Research Workshops (presented by University Libraries)
• Mother Language Day (cosponsored with Undergraduate Student Government)
• Rethinking Race, Tim Wise co-sponsorship ($450)
• Graduate Student Government Spring 2014 Elections
• Board of Trustee, Student Trustee Selection committee
• University of Akron Student Innovation Symposium, UASIS (moderators/volunteers)
• LIFE Awards (recognition of two outstanding graduate students)
• SpringFest 2014 (planning, funding, and volunteering)
BUDGET

With the FY14 general service fee allocation of $35,468.73 (see Figure 2 for further breakdown of GSG funds) and the previous administration carryover of $2,200.16 to be used for operating expenses, the total Graduate Student Government budget was $37,668.89.

![Figure 2. Breakdown of GSG funding](image)

Three accounts are used by GSG during the fiscal year and every account is dedicated to a specific part of the budget

- GSG Allocations (Student Organization Projects/Travel & PEG)
- GSG Administration (EAF)
- GSG Administration (SAF)

A formula (Equation 1) was developed for the distribution of allocations available for individual and organization travel and projects per semester in order to avoid running out of money in the spring semester.

\[
\text{Allocation per semester} = \frac{\text{total budget for the year} \times 60\%}{2} \quad \text{Eq. 1}
\]
**Budget Update (as of April 7, 2014): See Figure 3**

- Total applications: 123 + 65
- Student Organization Travel/Project (Blended + Grad): 106 + 17
- Professional Enrichment Grant: 65 (53 were funded)
- Remaining balance (fall semester): $728.58
- Remaining balance (spring semester): $2,172.79

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**Figure 3. Allocation of GSG funds**

Table 1 provides an analysis of graduate students requesting money for 2013-2014 – showing where the money has been distributed based on colleges. This may be a reflection of either graduate student conference needs or graduate students simply not knowing there are funding opportunities available through GSG. The Graduate Student Government would encourage the graduate faculty in the colleges that are not represented below to
pass on this unique funding opportunity to their students. More information about the GSG Professional Enrichment Grant can be found at http://www.uakron.edu/gsg/fundingopportunities.dot.

Table 1. PEG applications received in 2013-2014 by college

<table>
<thead>
<tr>
<th>COLLEGE</th>
<th>PEGs</th>
<th>PCT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering</td>
<td>20</td>
<td>31%</td>
</tr>
<tr>
<td>Polymer</td>
<td>17</td>
<td>26%</td>
</tr>
<tr>
<td>Arts and Sciences</td>
<td>25</td>
<td>38%</td>
</tr>
<tr>
<td>Health Professions</td>
<td>3</td>
<td>5%</td>
</tr>
<tr>
<td>Total Applications</td>
<td>65</td>
<td></td>
</tr>
</tbody>
</table>

ACKNOWLEDGEMENTS

The Graduate Student Government would like to thank...

- Graduate Student Government Central Committee
  o College Senators
  o Directors of Outreach
- Graduate Student Government Advisors
  o Associate Vice President and Dean of Students, Dean Denine Rocco
  o Associate Dean of the Graduate School, Dr. Mark Tausig)
- The USG/GSG Administrative Assistant, Joanne Dabb

Without the support and hard work of these graduate students and staff, the 2013-2014 Graduate Student Government leadership vision would not have been possible.

THANK YOU!
Annual Graduate Faculty Meeting

April 9, 2014

Graduate School Report

Graduate Faculty Membership; between 2009-2013 the total number of FTTT faculty members at UA decreased by 31 (≈ 4.7%), from 665 to 634. There were 9 fewer full professors, 33 fewer associates and 11 more new assistants.

Graduate Student Applications decreased slightly in the 2013 calendar year from 4771 to 4628.

Headcount (fall 2012-2013) increased slightly from 3940 to 3975.

SCH (fall 2012- fall 2013) increased very slightly from 37,402 to 37,427.

The number of GAs supported from all sources increased from 1338 to 1377.

The number of Master’s degrees awarded decreased from 1125 to 1106.

The number of Doctoral degrees awarded increased slightly from 106 to 110.

This year we launched the Office of Graduate Student Development in the wake of losing the McNair Program. Dr. Heather Burton has become the Director of the Office. (pass out brochures). This year we have offered 18 developmental workshops, done individual advising for 120 students, created a website that lists doctoral dissertation funding opportunities (1500 hits), contacted high-performing undergraduate students to recruit them to graduate school (any school), established working relationships with ITL (Future Faculty Preparation), Career Center, Office of Multicultural Development, the Library (Responsible Conduct of Research), and the Research Office. We are currently developing a student/faculty research exchange service.

As you all probably know, the Faculty Senate APC has now made recommendations regarding academic program suspensions. Those recommendations will likely be endorsed by the BOT at its next meeting (April 23). The APC recommended eliminating 9 masters programs and 1 doctoral program; suspending, pending revisions of 9 master’s programs and 3 doctoral programs; suspending 2 master’s programs pending further study; and not suspending (but investing resources in) 7 master’s programs.

The Graduate School expects to work with all of these programs to meet the recommended objectives. Some of this is related to OBR requirements and some to processes that will need to be developed as we go forward.

We are currently informing prospective students that the program they are applying to is under consideration for suspension.