Professional and Graduate Student Coordinating Committee

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Minutes of Meeting November 28, 2012

Present: Dean Richard J. Smith, Committee Chair; Peter MacKeith, Architecture; Patricia Olynyk, Art; Joseph Fox, Business; Beth Schnettler, Engineering; Janet Laybold, Law; Lisa Moscoso, Medicine; Lorien Carter, Social Work; Brandon Elert, Business; Shivam Shah, Engineering; Miranda Lindburg, Medicine; Andrew Westbrook, Graduate Arts & Sciences; Louis Lo, GPC President, ex officio; David Collier, Graduate Student Rep. W.U. Board of Trustees, ex officio; Associate Dean Elaine Berland, Graduate Arts & Sciences, ex officio; Assistant Dean Kimberly Curtis, Graduate A & S, ex officio

Guest: Rachel Pepe, Liberman Graduate Center Manager

Absent: John Song, Architecture; Janae Contag, Art; William Shim, Law; Anjila Prasai, Social Work; Michael Lee, Graduate Student Rep. W.U. Board of Trustees, ex officio

The meeting was called to order by Dean Richard J. Smith, Committee Chair, on November 28, 2012 at 4:05 p.m. in The Liberman Graduate Center, Room 300 Danforth University Center.

Welcome & Introductions

Dean Richard J. Smith, Committee Chair, welcomed members to the Committee and presented a brief overview of the committee’s purpose, history, composition, responsibilities, and ongoing activities. ProGradS is a standing committee of the University. Its purpose is to consider issues that affect graduate students in general (i.e. issues that are not specific to a given school, degree, or discipline) and in the Spring semester to facilitate the selection of the two graduate student representatives to the Washington University Board of Trustees. There are two representatives from each of the eight Schools: one faculty/administrator appointed by the Dean of the School and one graduate student named by the Graduate Professional Council in cooperation with the Graduate Student Association of each School.

The Committee is responsible for the following:

1. Annual application/nomination process for selection of 2 graduate student representatives to the WU Board of Trustees.
2. Forum for discussion of graduate student needs, including safety, student health care and insurance issues, international student issues, off-campus university housing, transportation, child-care.
3. Support for GPC and registered university-wide graduate student groups, including funding, university-wide graduate student listserv and server, shared office space.
4. Review and approval of registration of new university-wide graduate student groups.
5. Forum for facilitating interdisciplinary interaction/program opportunities, Joint Degrees, access to courses outside department, School; reducing barriers between schools.

School representatives to ProGradS are responsible for communicating committee meeting information to their Schools, and for communicating issues or concerns which a School may wish to bring to the
committee for discussion or action. Communications can be emailed directly to ProGradS Chair Dean Richard J. Smith or to Associate Dean Elaine Berland.

Minutes

The Committee considered and approved the minutes of the April 5, 2012 meeting of the Professional and Graduate Student Coordinating Committee.

Report of the Committee Chair

Dean Smith reported that he has been asked by the Chancellor to conduct a benchmarking study of graduate and professional education in the eight schools of the University, including application numbers, selectivity, diversity, and outcome measures. Dean Smith explained that the study contributes to university-wide strategic planning. He also indicated his continued interest in discussing graduate student off-campus housing. Assistant Vice Chancellor for Real Estate Mary Campbell will provide a report on graduate student off-campus housing at the Committee meeting in February.

Report of Graduate Professional Council President

GPC President Louis Lo, Law School, presented a report of the GPC. He provided an overview of GPC’s purpose and responsibilities, including enhancing communication among the University’s graduate and professional students. He announced the GPC Executive Board and representatives, and provided highlights of GPC’s events (handout). Successful events to date have included the fifth All-School New Graduate Student Welcome Reception (65 attendees); the GPC Welcome Back Mixer (550 attendees) and Speed Networking: An Evening of Socializing and Professional Development (60 attendees). Upcoming GPC events include the Holiday Party at Lola on November 30, and in the Spring, the Graduate Research Symposium. He noted that GPC is developing programming that is relevant to graduate and professional students and progresses the University’s goals. The GPC Executive Board is also documenting information that will be helpful to future GPC leaders, and plans to survey ProGradS members to determine how to best serve graduate and professional students.

Report of the Graduate Student Representatives to W.U. Board of Trustees

Graduate Student Representative David Collier presented a report of recent Board of Trustees meetings he and Graduate Student Representative Michael Lee attended (handout). Meeting topics included primary concerns of graduate and professional students, the Provost’s efforts to increase student diversity, and the launch of the University’s campaign Leading Together.

Report on the Status of The Liberman Graduate Center & Registered University-wide Graduate Student Groups

Associate Dean Elaine Berland, Graduate School of Arts & Sciences and Director of the Liberman Graduate Center, presented an annual report on the Liberman Graduate Center and the renewal of graduate student groups registered through ProGradS and GPC (handout). The Graduate Center continues
to bring together graduate and professional students across all eight schools of the University as a university space for individual student use, study groups, special events and meetings, and the home for university-wide graduate student groups. During 2011-2012, graduate student groups hosted over 125 academic, social, cultural, and professional development events at which ~8550 graduate students attended. The newest university-wide graduate student group ProSPER: W.U. Graduate Students Promoting Science, Policy, Education and Research, was registered in April 2012. The Graduate Center also works with the GPC to email a Weekly Events Listserv to ~6000 graduate and professional students.

**Review of Online Application Process for Graduate Student Representatives to the W.U. Board of Trustees 2013-14**

Associate Dean Berland and Rachel Pepe, Liberman Graduate Center Manager, reviewed the online application process for the selection of Graduate Student Representatives to the W.U. Board of Trustees. Rachel Pepe provided an overview of the application website and explained how the Committee can review applications online. New information regarding the application process has been added for recommenders to review prior to student submission of applications.

**Review and Approval of Spring 2013 Nominating Process for Selection of Two Graduate Student Representatives to the W.U. Board of Trustees**

The Committee reviewed, considered, and approved the Selection Process Timeline for Spring 2013.

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

**Kimberly Curtis**

Kimberly Curtis, Ph.D.
Assistant Dean, Graduate School