Directors of Graduate Studies Meeting Minutes  
Wednesday, November 8, 2017  
3:30 p.m.-5:00 p.m., IMU Iowa Theater

Meeting was called to order at 3:30 p.m. by Senior Associate Dean Sarah Larsen.

**Announcements and Updates**

Sarah Larsen reminds DGSS that the Summer Research Opportunity Program (SROP) is seeking mentors. If you are interested, please contact diana-sproles@uiowa.edu.

Fellowship reminders – Graduate College Diversity Scholarship deadline is Friday, November 10, 2017. A new diversity recruitment opportunity from the Graduate College, Lulu Merle Johnson fellowships, have nomination process and requirements posted.

The UI Graduate Student Employment Committee (GSEC) was formed in response to the changes in collective bargaining and recently met for the first time. The committee recommendation for the next academic year regarding graduate assistantship benefits is to maintain a status quo. GSEC will continue to meet throughout the year and utilize survey data to inform future committee recommendations. The salary increase for next year is determined by the current COGS contract.

The Graduate College, in collaboration with the Office of the Provost, will administer the gradSERU (Student Experience in the Research University) survey in spring 2018. This tool will offer a look across the graduate student experience timeline as well as across disciplines.

Assistant Dean Heidi Arbisi-Kelm inquired about posting a message on the Graduate Admissions website to offer support and assistance to applicants from US and US territories affected by recent natural disasters.

Fall commencement will be Friday, December 15, 2017 @ 7:00 PM in Hancher Auditorium, apparel distribution will be from 10:00 AM to 5:00 PM. There will be a live webcast of the ceremony. Officiates will be President Harreld and Dean Keller. Herff-Jones apparel orders should be made online no later than Saturday, November 11th. In addition, it is crucial for graduates to register so that each participant can be recognized by name.

The Three Minute Thesis (3MT) finals are to be held on Friday, November 10, 2017 @ 3:00 – 5:00 PM in Art Building West. Thesis In-Focus images will accompany the 3MT event. Attendees will be able to vote on their favorites.

**Annual Reviews and Individual Development Plans (IDPs)**

Senior Associate Dean Sarah Larsen shared a PowerPoint presentation. After breakout sessions, faculty shared the benefits they see from the annual academic review process. Of the DGS in attendance at the meeting, 18 reported that their department conducted annual reviews, 3 did not conduct annual reviews and 3 were not sure. When queried about the benefits of annual reviews, accountability, transparency, identifying problems early, timely degree completion, CV quality, accountability, and milestone awareness were most frequently noted. A recommendation for storing reviews in MAUI was made.
Assistant Dean Jen Teitle demonstrated the free web-based individual development plan (IDP) platform for graduate students in the Humanities and Social Sciences [www.imaginephd.com](http://www.imaginephd.com). A long-standing platform for graduate students in the Science disciplines has been [www.myidp.sciencecareers.org](http://www.myidp.sciencecareers.org). As an iterative process Individual development plans (IDPs) provide benefits with regard to student skill development and career goals. In addition tools such as [www.imagephd.com](http://www.imagephd.com) can help the student identify strengths and areas for growth that aids career exploration and skill building. Programs interested in implementing IDPs can request a Mapping your Graduate Experience workshop by completing a [Workshop Request Form](#).

Meeting adjourned at 4:42 p.m.
A Tour of Annual Reviews and IDP’s

DGS Meeting
November 8, 2017
Annual Progress Reviews

Annual evaluation of graduate student progress that includes one or more of the following:

• Academic outcomes (gpa, grades)
• Milestones
• Timeline
• Career discussions and preparation

• Most often discussed with the student and faculty advisor and/or committee
Small Group Discussion

• What is your current annual review process in your program/department?

• What benefits or other consequences have you observed from your current review process?
Mentimeter Questions

- Does your department conduct annual reviews? (Y/N/Don’t Know)

- List one benefit that you have seen or anticipate seeing from using annual reviews.

Go to: [www.menti.com](http://www.menti.com) and enter code: 824129
Individual Development Plans (IDPs)

Identify career goals and a step by step plan on how to obtain these goals.

The IDP typically consists of:

- **Research project goals** (e.g., research milestones, papers, presentations).
- **Skill development goals** (professional and career skills)
- **Career advancement goals** (career options, professional network)
UI Alumni Careers (2006-16)

Humanities

- Government or Non-Profit: 4%
- Industry or Business: 13%
- K-12 Teacher or Principal: 28%
- Non-Tenure Track Academic: 2%
- Not Seeking Employment, Unemployed, or Deceased: 0%
- Out of Field: 46%
- Postdoctoral or Additional Training: 9%
- Tenure Track Academic: 12%
- Unreported: 15%

Biological/Life Sciences

- Government or Non-Profit: 4%
- Industry or Business: 14%
- K-12 Teacher or Principal: 0%
- Non-Tenure Track Academic: 7%
- Not Seeking Employment, Unemployed, or Deceased: 2%
- Out of Field: 0%
- Postdoctoral or Additional Training: 15%
- Tenure Track Academic: 46%
- Unreported: 0%
Why IDP?

- Studies have shown a correlation between deliberate career planning and measures of career success.
What is the faculty members role in the IDP?

• Through constructive feedback, help students identify strengths and areas for growth in research and professional skills
• Open communication about career-related goals
• Encourage student to seek other mentors (for example a career mentor)
IDP Process

1. **Self-assess** (skills, values, and interests)
2. **Explore** career options
3. **Plan** - set goals, timeline, benchmarks
4. Discuss and initiate plan
5. Revisit/reassess/iterative process
Advantages of IDPs in Graduate Student Development

• View of “big picture”
• Focus and prioritize
• Framework for conversations, expectations, feedback, advice
• Enpower
• Increase efficiency and productivity
Comparison

Annual Review
• Varies but generally focused on progress in academic program
• Initiated by program/faculty advisor
• Goals often set externally- ie program requirements

IDP
• Holistic review includes self-assessment, planning and goal setting
• Initiated by student
• Online toolkits available
• Mandatory (in some cases, per funding agency)
Tools available for IDPs

• STEM fields
  • MyIDP
  • ChemIDP

• Humanities and Social Science Disciplines
  • IMAGINEPhD
More Small Group Discussion

• What is one part of your graduate student current review process that fits your needs well?

• What is one part of your process you would like to improve?

• What barriers do you see to implementing IDPs in your program?
Resources

Graduate College Professional Development Workshops - we’ll come to you!

Mapping your Graduate Experience

This session explores how to use an individual development plan to stay on track, communicate with your advisor, and understand your skills, interests and values.

https://uiowa.qualtrics.com/jfe/form/SV_b94OcqNilTpzlRT
References

IDP websites:

• [http://myidp.sciencecareers.org](http://myidp.sciencecareers.org)
• [https://chemidp.acs.org](https://chemidp.acs.org)
• [https://www.imaginephd.com](https://www.imaginephd.com)

*Connected Academics*

[https://connect.mla.hcommons.org](https://connect.mla.hcommons.org)

*You Need A Game Plan* (Sept. 2012, Science)


*Faculty Guide to IDPs (UMass)*

[https://www.umassmed.edu/gsbs/career/educators/ummsfaculty/facultyIDPguide/](https://www.umassmed.edu/gsbs/career/educators/ummsfaculty/facultyIDPguide/)