

**Meeting Minutes**  
Graduate Academic Affairs Committee  
October 23, 2019 (411 Axinn Library, 1:55 PM)

**Present:** Christopher Eliot (Chair), Stephen Hernandez, Michael Dores, Renee McLeod-Sordjan, Liudmila Patokina

**Guests:** Elfreda Blue (Provost's Office), Bill Caniano (Senate Executive Committee)

The minutes of September 11, 2019 were approved unanimously.

## 1 Announcements

- a. 'President Rabinowitz described in his annual address to faculty challenges for graduate programs at Hofstra.'

## 2 Counting graduate programs with internships

Members gathered internship data for SNS&M (HCLAS), Zarb, and Education. Nick will check on SHPHS; Chris will still do the remainder. Bill suggested that he asked us to look at this in order to figure out if the University can make it easier and more affordable for students to travel to internships, especially in NYC.

## 3 Graduate program handbook guidelines

The committee reviewed the outline for Guidelines for Graduate Student Handbooks. We discussed at length what form the handbook should take, and what it should include. We considered a centralized checklist with links, or an electronic template, or even a print template. For simplicity and adaptability, we decided to move forward with a linked checklist.

Elfreda asked whether every graduate program should have a handbook. The committee supported the idea that they should.

The committee suggested reorganizing parts of the Guidelines outline. Chris will present the updated outline as a proposal for the next meeting.

## 4 Global initiatives

The task for the committee, as suggested by the Provost's Office, was to investigate whether there are openings for global initiatives in any graduate units. Elfreda suggested we could understand this to mean "Are our programs preparing students for global work?" It could involve global thinking or global engagement, and should not necessarily focus directly on global enrollment or changing curricula.

Some examples of global initiatives might include:

- . connecting students with international scholarships or fellowships
- . connecting students with foreign funding for research

- . connecting students with opportunities to study abroad
- . connecting researchers with foreign researchers
- . connecting with students in other countries
- . identifying international resources available for supporting instruction

Mike suggested exploring support for student travel (perhaps with faculty) to academic conferences with global reach. Renee suggested that HPHS could want to have students connected with more remote locations. Elfreda asked what IT resources are available for video-chat connections. The committee should assess what resources are available, but also whether there are openings to use them more.

## **5 New business**

No new business was introduced.

The meeting adjourned at 2:55 PM.