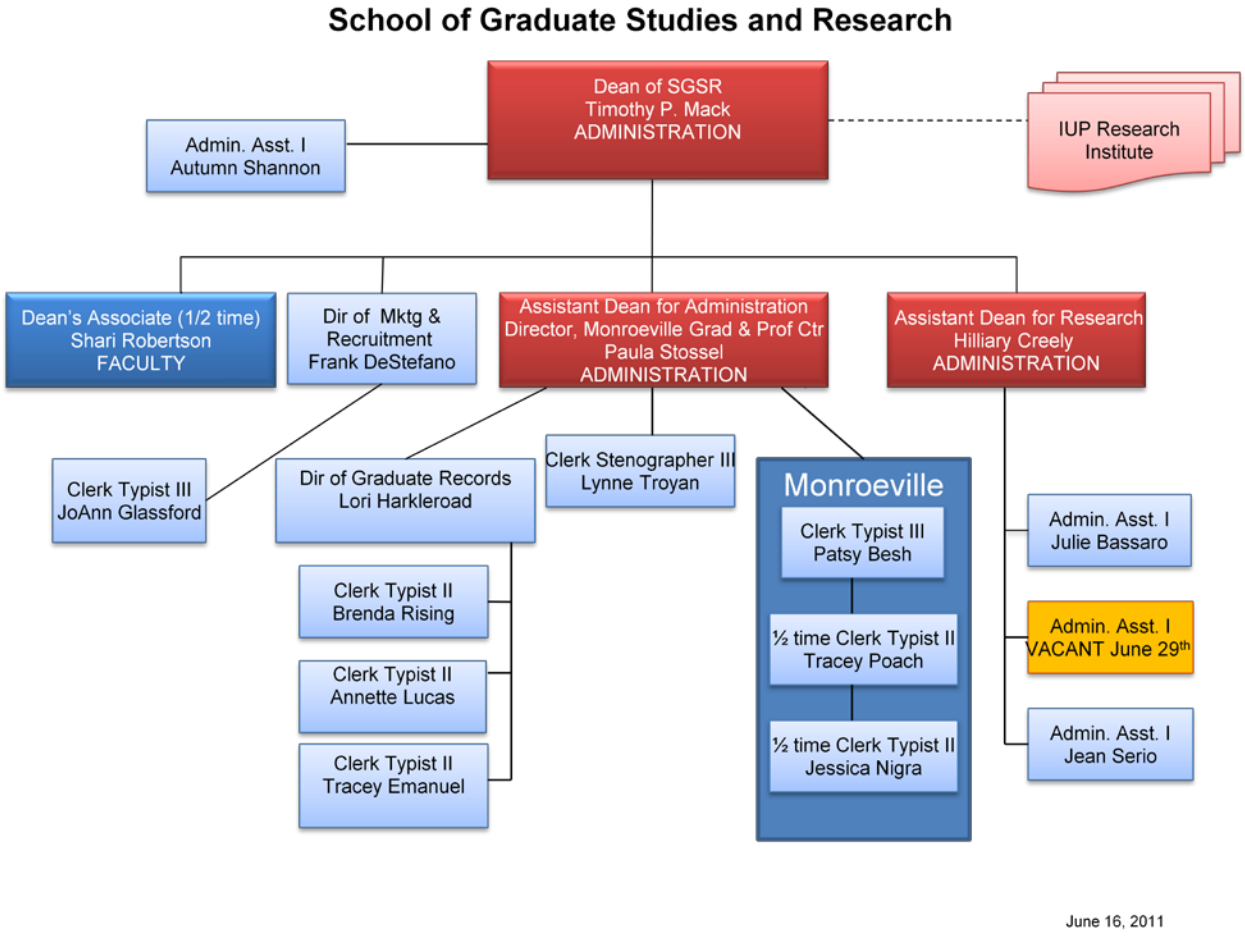
Indiana University of Pennsylvania
SCHOOL OF GRADUATE STUDIES AND RESEARCH

Annual Report for Academic Year 2010-11

June 23, 2011

The School of Graduate Studies and Research (SGSR) works with IUP faculty, staff, and students, the IUP Research Institute (IUP-RI) to provide oversight to IUP's graduate programs and to enhance the University's research agenda. The organizational chart of the SGSR is below:



Vision and Mission: The Mission of the SGSR is:

> *Indiana University of Pennsylvania (IUP) is a Doctoral Research University. As such, the School of Graduate Studies and Research provides strategic leadership for all graduate programs and for quality research and scholarship, within and outside the University. It also assists with marketing faculty talent and university capabilities to external audiences, and nurturing partnerships with outside agencies and businesses.*

To give our Mission life, the School of Graduate Studies and Research will:

- Provide clear direction for research and graduate education.
- Act as the University-wide advocate for research, graduate students, and graduate education.
- Administer graduate programs and ensure compliance with University policies pertaining to graduate education.
- Work with the University-Wide Graduate Committee to develop, review, and assess graduate courses, programs, and policies.
- Develop, evaluate, and improve the research infrastructure of the university, including the University's centers and institutes.
- Work with faculty, departments, and colleges to define and promote the university's research agenda through grant opportunities and partnerships.
- Initiate innovative programs, sustain high-quality programs, and promote continuous improvement of all graduate programs.
- Enhance research through support for faculty, graduate students, and undergraduate students.
- Ensure compliance with Federal, State, and University research policies and procedures.
- Advance research through support of technology transfer, intellectual property development, and professional growth of research faculty.
- Support graduate faculty development and innovation.

2010-11 Goals and Outcomes

Academic Excellence- Graduate Education

Review of all graduate programs by PASSHE, with the development of a list of low enrollment programs.

- The staff of the SGSR reviewed every graduate program that PASSHE identified as a low enrollment program and discussed these with graduate coordinators during several monthly meetings. Members of the Physics and Chemistry Departments met with SGSR staff in several meetings to discuss creating **Professional Science Masters** (PSM) degrees. Chemistry readily agreed to replace its current masters program with a PSM program. Physics considered this for about six months and will also replace its current masters program with a PSM program. SGSR administration has attended several meetings in Harrisburg and also PASSHE audio conferences about the PASSHE PSM initiative, and SGSR administration has successfully helped both Chemistry and Physics obtain startup grants from PASSHE (about $3,000 each).

Propose more Graduate programs with differential tuition, and enact the PASSHE new graduate tuition policy.

- The SGSR worked with the Provost's Office and engaged in a process to determine which programs to propose for **differential graduate tuition**. The Council of Deans was engaged to determine which programs to consider. The initial plan was to have more than 30 graduate programs with differential tuition, and included an increase in tuition of up to 10%.
- **PASSHE's new, per credit graduate tuition policy** was a major subject of conversation this academic year, and the deans expressed some worry about possible negative effects of this policy on enrollment in several Council of Deans meeting. President Werner convened several meetings to discuss the impact of this new policy on IUP's graduate programs. The policy may affect the number of students who enroll in more than nine graduate credits per semester. IUP has several graduate programs that were designed for 12 or more credits per semester; these are the programs most affected by this new policy. About 16% (N=375) of students are enrolled in more than nine credits this academic year. Students enrolling in fewer credits would cost IUP money.
- The original plan was for IUP to delay implementing the PASSHE graduate policy and to enact new differential tuition for many programs. However, it became clear that PASSHE expected each institution to enact the new tuition policy. It was therefore decided to not enact new differential tuition for the 2011-12 academic year. The SGSR believes that this was a good decision.
- A revised **Graduate Assistantship Allocation Model** was implemented this academic year. It was extensively discussed prior to its roll out, including discussions with the Provost that began in August 2010, and formal PowerPoint presentations to the Council of deans, the graduate coordinators, and the University-Wide Graduate Committee. This was a time consuming task that took most of this year to accomplish. The revised model mirrors the way that PASSHE funds IUP and is a great improvement over the older method. This model is posted on the SGSR website.

Improve The Monroeville Graduate and Professional Center.

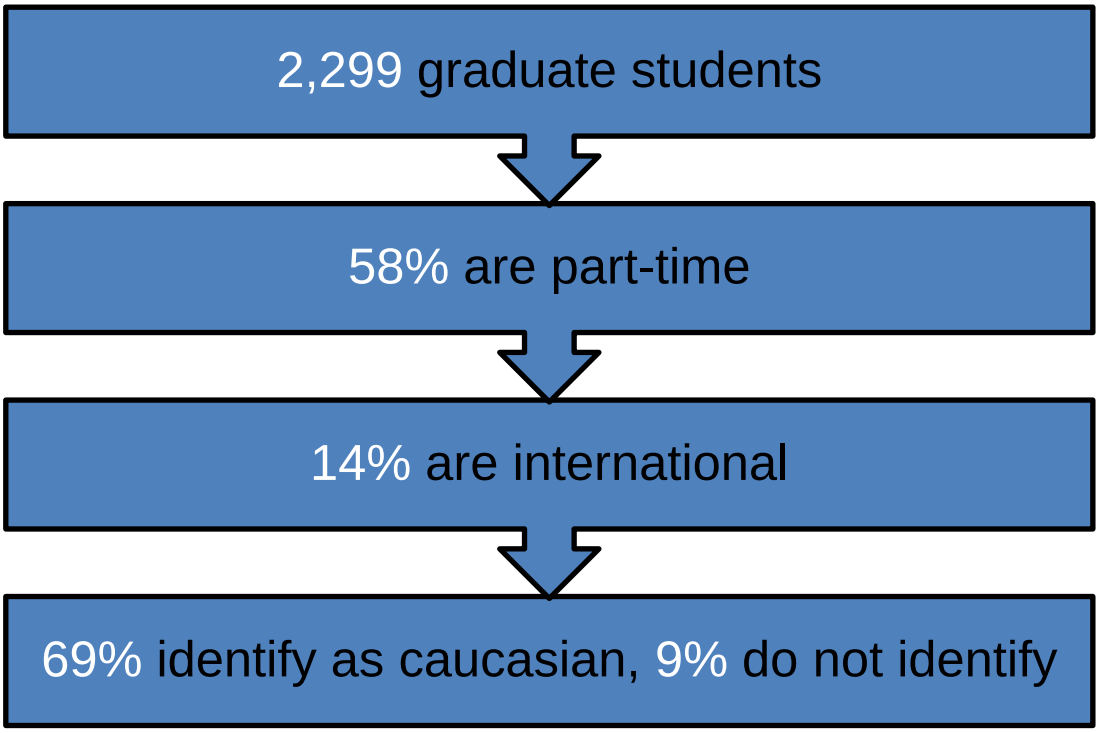
- As of January 2010, the SGSR assumed primary responsibility for the operational and scheduling needs of the Monroeville Graduate and Professional Center.
- **The Assistant Dean for Administration's position was redescribed** to include the title of Director, Monroeville Graduate and Profession Center.
- Several major improvements have been made.
  - All **50+ computers** in the Center have been replaced with new ones.
  - The **network bandwidth** serving the Center has been significantly expanded to better serve student and faculty needs. It was extremely slow- so slow that faculty could not

have the students watch internet videos. IT Services worked for several months with SGSR administration to increase the speed by several fold. Students can now watch videos and on-campus faculty can chat live via streaming video with students at the facility.

- A **new copier/scanner** has been installed. This should save paper since faculty will be able to use virtual sharing of materials.
- File cabinets have been provided to all faculty work stations.
- **Skype web chat software and cameras** have been placed on all faculty machines.
- Shelving was placed in the storage areas.
- New response technology has been purchased for use by faculty.
- Windows 7 has been installed on all Center computers.

Implement the Academic Affairs Strategic Plan priority, "Enrollment Growth – embark on further enrollment growth at both the undergraduate and graduate levels through (7.A.2), new and enhanced marketing efforts (7.B.1; 7.B.2)".

THE "AVERAGE" GRADUATE STUDENT AT IUP: What does a composite average of a graduate student look like? Well, here are some facts about IUP graduate students:



A composite of the average graduate student looks like this:

- Each year the SGSR receives and processes approximately 3,000 graduate applications. In addition, the SGSR is responsible for allocation and administration of graduate assistantships and teaching associates.

New and Enhanced Marketing Efforts

- The marketing and recruitment of all graduate programs is coordinated through the SGSR, along with granting eligibility for faculty to teach and supervise student research at the graduate level. The SGSR is responsible for approving the initiation of theses and dissertations and for signing off on the archival copy of theses and dissertations, along with tracking thesis and dissertation chairpersons and coordinating with other university offices for compensation purposes. It also coordinates the approval of outside readers for dissertations with APSCUF.
- The SGSR has been **improving our marketing and recruitment practices** because of the need to recruit both more graduate students. Several new strategies have been implemented and these changes are beginning to show results. The number of inquiries has increased by several hundred compared with last year:

Target Term	Number of Inquiries
Fall 2010	1772
Fall 2011	2234 (as of Jun 15th)

- The marketing firm, Beyond Spots and Dots, with whom we hold a $100,000+ contract, began the full scope of their work in February 2010. Working with this company allows the SGSR to achieve **economies of scale** that would ordinarily be impossible if each of the 61 graduate programs was separately marketed. The following chart demonstrates a comparison of web traffic to IUP program pages from computers external to IUP. Note that visits increased by more than 7,000 in the last year:

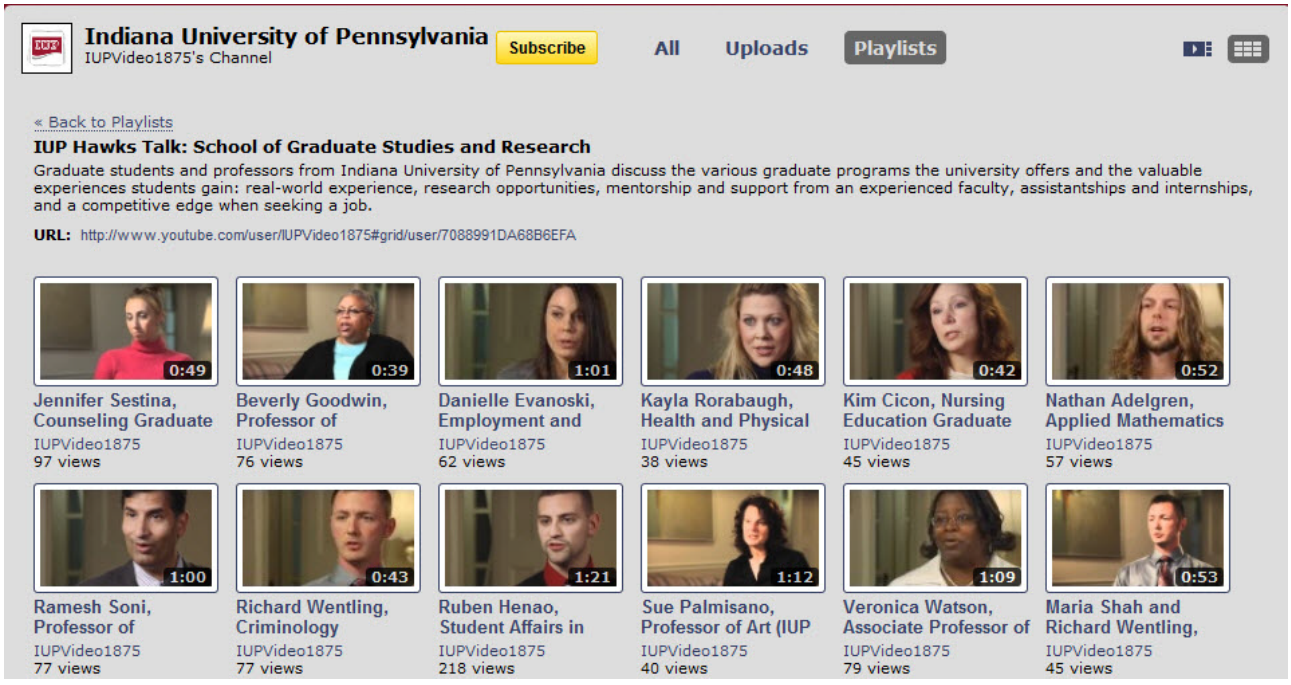
Google AdWords Campaign		
	AY 9-10	AY 10-11
Visits	11,024	18,134

Note: Of these, new visits increased 609%.

- We began a **campaign of advertising on FaceBook**. Note that more emails are sent within FaceBook than are sent by all other forms of email communication combined, hence our interest. "Clicks" are FaceBook users clicking on our advertisements. We successfully increased the visibility of our graduate programs to over 1,000 additional FaceBook users in 2010—2011:

Facebook Campaign		
	AY 9-10	AY 10-11
Clicks	2,019	3,081 (as of May 2011)

- The SGSR has been working with IUP Communications Office to create a set of **recruiting videos**:



These videos feature current students, alumni, and faculty to prospective students.

- To assure that our web inquirers have appropriate resources, links were provided in all SGSR Google advertising to send visitors to **newly developed "landing pages".** All landing pages were edited and updated with new images to keep them "searchable" in Google.
- During the academic year, the staff of the SGSR released its first **Virtual Orientation** website for new graduate students. The site was received very well by faculty and students. At this site, students may find information related to their global university needs; i.e., financial aid, parking, billing, etc.

- GRADUATE ENROLLMENT MANAGEMENT: The SGSR has a **Graduate Enrollment Management Plan** that was developed in 2009-2010 in cooperation with Student Affairs, the graduate coordinators, the deans, and with graduate students. It proposes a 2.5% growth in graduate enrollment for each of the next five academic years.
- Managing graduate enrollment at IUP is a major challenge. Several factors affect enrollment:
    - Graduate students are admitted by graduate program coordinators, and their decisions are affected by undergraduate enrollment. Several cases have occurred this year where graduate coordinators have either discussed reducing or actually reduced the number of graduate students admitted because of a significant increase in undergraduate students admitted into their departments. Departments do not control the number of undergraduate students admitted, but <u>can</u> control the number of graduate students admitted.
    - Undergraduate enrollment is carefully monitored because of its financial impact on IUP; in the past, IUP did not carefully monitor graduate enrollment. The SGSR has made several steps to correct this including **sending several kinds of monthly graduate admissions reports to deans and graduate coordinators**. Enrollment projections are routinely featured in the approximately monthly meetings with graduate coordinators, and have also been featured in several Council of Deans meetings.
    - Proposed new state regulations may negatively impact graduate enrollment. They include the new PASSHE per-credit tuition policy, the new PASSHE policy which requires international graduate students to be charged 160% of in-state tuition, and proposed new state regulations that would eliminate the salary increase for K-12 teachers obtaining a master's degree and eliminate the financial support for taking graduate courses for continuing education. The latter will hurt M.Ed. enrollment.

  - A general decline in the number of graduate students in the northeastern U.S. IUP's enrollment has mirrored this decline.

- **The SGSR and Undergraduate Admissions** are working together to share knowledge/expertise across both undergraduate and graduate admissions. The goal is to create economies of scale that improve both units.
- ENROLLMENT: Overall, graduate enrollment declined slightly in 2010. Doctoral enrollment increased, but Master's enrollment offset that increase.

-2.3%: Decline in **OVERALL** graduate enrollment from last year

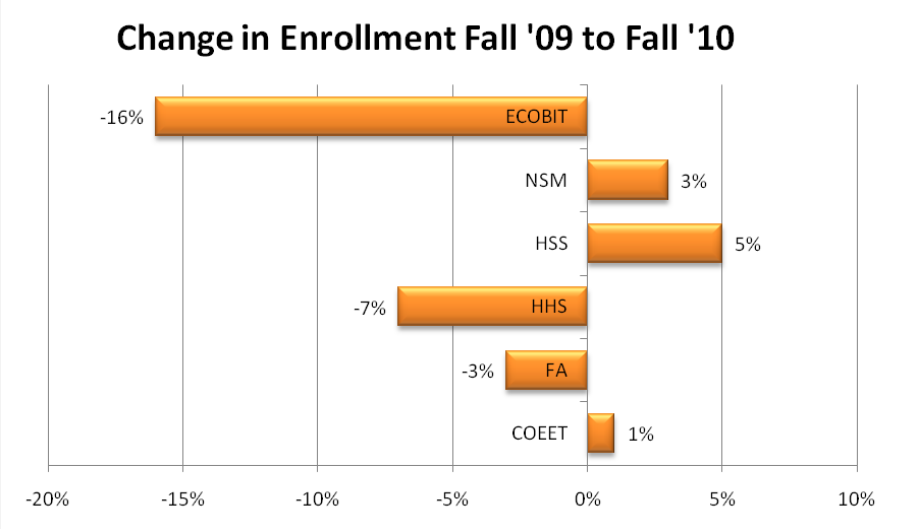
+9.7%: Increase in **DOCTORAL** graduate enrollment from last year

-7.4%: Decline in **MASTER'S** graduate enrolllment from last year

Three colleges increased their graduate enrollments and three decreased their enrollments. The largest percentage decline in graduate enrollment occurred in ECOBIT, with a 16% decline.

At the program level,

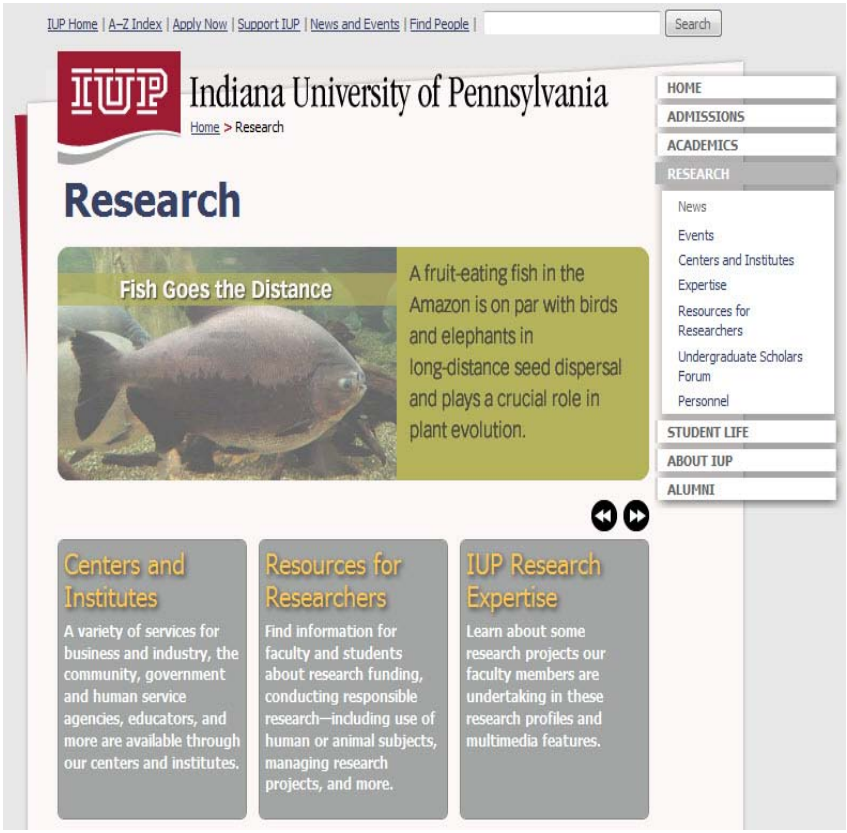
- The **Comm. Media Ph.D. program** increased its enrollment from 40 to 51 students- a 28% increase.
- The **Curriculum and Instruction D. Ed. Program** increased its enrollment from 91 to 103 students, a 13% increase. They offer the program at two locations, with a third location in the works.



- The **History MA program** increased from 11 to 22 students due to the efforts of Dr. Mazak, who has been working hard to attract more students into the program.
- One program did not do well at the program level: **the MBA program**. Its enrollment declined by 53 students- a 20% drop.

Increase communication and engagement with stakeholder groups.

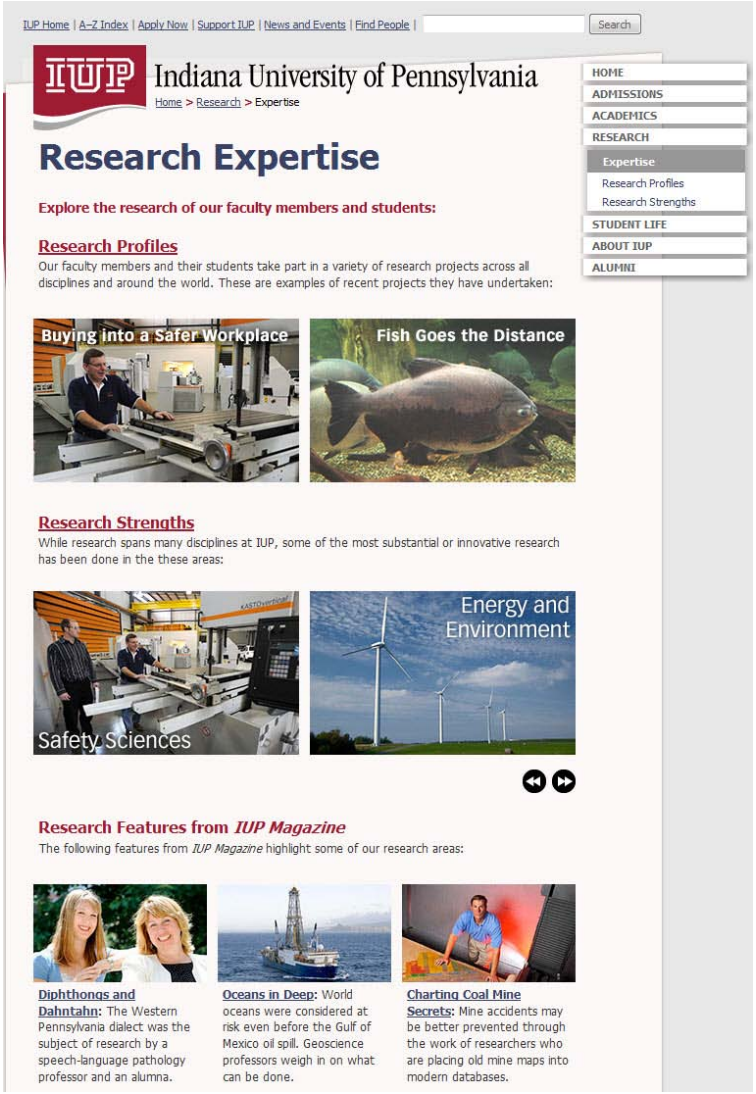
- The SGSR continued to publish its **e-newsletter**, with one in Fall 2010 and one in Spring 2011. This newsletter has a section for featuring graduate programs and also has a section for the Research Institute. It is sent to all graduate students, faculty, staff, and administrators at IUP as well as alumni and interested members of industry and the community.
- The SGSR worked with the IUP Web Team to develop a new **"Research @ IUP"** website. The SGSR sought input from faculty on this project, which took about a year. Part of the input came from a SGSR task force, which had faculty representatives from every college, and the faculty provided input into how research should be featured and marketed at IUP. The SGSR received input from graduate students, and the SGSR also did a competitive analysis of similar websites for other universities. The website was discussed at many venues during the past year, including the center and institute director meetings, and the SGSR obtained feedback on what should and should not be featured. Mock-up wire frame pages of the site were shown to selected faculty and students for input. The resulting website has been received very well by users and has been very successful. Initial increases in visitors were 600% compared with the previous website.



- Staff in the SGSR received the "Golden Mouse Award" for their work with the "Research @ IUP" site, adding the following features:
    - Access to information about research at IUP just 1-click from the IUP homepage.

- Profiles of select IUP researchers and their work.
- Easy-to-access information about internal and external funding for research.
- Clear, organized information about IUP's centers and institutes.

- SGSR worked with the IUP Web Team to create a **"Research Expertise"** website. Visitors to IUP could not discern what the university's research strengths were, thus making it harder to communicate to industry and to the legislature what it is that IUP does well. The resulting website has research profiles of selected faculty, lists the research strengths of IUP, and has research-oriented articles from *IUP Magazine*. This is another heavily visited website.



- SGSR also worked with IT Services to create a **Faculty Expertise Database**. This site has been more than nine months in the making, with many prototypes. The SGSR worked with the IUP Web Team to do a usability test on the final prototype, where faculty users test drove that application and provided feedback for improvement. The expertise database is now available for faculty use. The goal of this site is to connect IUP's faculty with industry and government so that our faculty can engage in contract research. If this site successfully does this, then the grants portfolio of IUP should increase. So far, 28 faculty have entered their information into the system. It will be open to the public for searching in late summer.

Expand modes of delivery of graduate courses and programs.

- **22 existing courses and seven programs** were approved for distance education delivery.
- The **Adult and Community Education** master's degree program was successfully fast-tracked through the University-Wide Graduate Committee and the University Senate. It is ready to be delivered fully online for this fall (Fall 2011).

Create new graduate programs, and revise existing programs, courses, and policies

- The doctoral program in **Safety Sciences** was reviewed by PASSHE, with significant edits recommended and/or required. SGSR worked closely with the Department of Safety Sciences to craft a revised program proposal, which was submitted to, and approved by, the University-Wide Graduate Committee. This was viewed as a controversial proposal by both the University-Wide Graduate Committee and the University Senate. Their perception was that PASSHE was usurping the authority of the faculty. Discussions lessened these concerns and the revised program was passed by both entities. The SGSR has reformatted this document to conform to PASSHE format. The document will be ready to resubmit to PASSHE once a fiscal table is added.
- The **Spanish program** has been approved and is actively recruiting its first class for the fall 2012 term.
- The **Strategic Studies in Weapons of Mass Destruction (WMD**) program was submitted to PASSHE for approval. This was a highly visible program and it consumed a great deal of the SGSR's time this academic year. For example, the Dean's Associate and the author of the proposal sent/received more than 190 emails on this project during the 1st three months of this academic year alone. The President convened two meetings about this program. It was originally proposed to be a college-level program. This proved to be a significant issue with APSCUF, and eventually Criminology agreed to accept the program after two faculty lines were promised to support the department. The SGSR re-wrote this proposal in PASSHE format; the proposal has been accepted by PASSHE and is on the docket for discussion and approval at the June 29th Board of Governors meeting.

Strategic Studies in Weapons of Mass Destruction (SWMD)

A New Program/ Degree Proposal

Master of Science

Indiana University of Pennsylvania

College of Health and Human Services

Department of Criminology

Proposed Implementation Date: Fall 2011

Proposal Prepared by: Dr. Dennis Giever

Proposal Submitted: April 27, 2011

Dr. David Werner
Interim President — 4/27/11 Date

Dr. Gerald Intemann
Provost and Vice President for Academic Affairs — 4/27/11 Date

- The SGSR worked with the University-Wide Curriculum Committee to approve a number of courses, course revisions, programs, and program revisions:

GRADUATE CURRICULUM SUMMARY 2010-11	
Type of Curriculum	Totals
Traditional	
Courses	
New Courses	13
Course Revisions	
Minor Course Revisions	4
Major Course Revisions	3
Revised to Dual Level/Cross Listed	9
New Programs	
Master's Level	1
Certificate of Recognition (COR)	2
Program Revisions	
Minor Revisions	7
Major Revisions	4
Distance Education	
Courses	
New D.E. Courses	22
Programs	
New Variability of Delivery Approved	7

- Graduate Policies revised:
    - The **Concurrent Admission Policy** was passed in November 2010. This policy allows a student to be enrolled in two separate graduate programs at IUP, as long as no more than one of the programs is degree-seeking.

Academic Excellence- Research

Support Research at IUP

- The SGSR works actively to advance research and scholarship university-wide through an array of research development and support programs for students, faculty, and staff. For graduate students, the SGSR conducts annual competitions for research and creative works grants; provides travel funds for master's and doctoral students to present their work at academic conferences; recognizes outstanding graduate student researchers at an annual awards luncheon; provides training seminars and produces a newsletter for graduate students on various topics (e.g. grant writing, thesis/dissertation, human subjects review and approval, responsible conduct of research, etc.); and reviews and signs-off on theses and dissertations. For undergraduate students, the SGSR coordinates the Annual Undergraduate Scholars

Forum, conducts an annual competition for undergraduate research and creative works grants, and provides travel funds for undergraduate students to present their work at academic conferences. Through the SGSR's Applied Research Lab, student, faculty, and staff researchers receive access to research design and analysis services. Through coordination with IT Services, researchers receive access to software that is useful in quantitative, qualitative, and online data collection and analysis efforts.

- The **President's Advancing Grantsmanship Fund** was enacted and used for AY 2009-2010. It provides $2,500 to faculty who would submit a proposal of $25,000 or more. Faculty were pre-selected by their dean. Six faculty have been rewarded so far. IUP faculty have expressed their appreciation for the program because it indicates to them that research and grantsmanship are university priorities.

Implement the Academic Affairs Strategic Plan Objectives for Research

- Based upon the recommendations of the report from the Research and Scholarship Work Group (report completed in February, 2010), the SGSR worked toward implementing the following this year:
    - The SGSR supported both faculty and student research and travel via 14 distinct funding mechanisms, including incentives for proposal submission:

Activity	Description	Result
FPDC Annual Competition	http://www.iup.edu/facultyprofessionaldevelopment/default.aspx PASSHE competition; grants up to $8,000 from PASSHE.	IUP submitted 12 proposals; 2 funded; total=$14,934 (state budgeted $207,830 for competition and gave out 33 awards).
FPDC Special 2010 Competition	http://www.iup.edu/facultyprofessionaldevelopment/default.aspx A new grants competition is being sponsored through PASSHE FPDC in the area of Collaborative Academic Grants. Faculty may apply for grants up to $12,000 to support their efforts in 3 predefined areas.	1applicant; no winners round two deadline has not passed.
USRC Small Grants	http://www.iup.edu/research/senateresearchgrants/default.aspx Awards up to $2,000 made 8 times throughout the year in 7 categories (including travel to present papers/posters at scholarly conferences).	$116,761 "spent" (i.e. committed).
University Senate Fellowship Awards	http://www.iup.edu/research/senateresearchgrants/default.aspx Grants up to $3,500 per investigator for seed support for projects that may develop into more extensive undertakings eligible for funding from an external source; summer support for faculty members who want to conduct research or design creative teaching project, or stimulating faculty in areas of publication, professional presentations, artistic endeavors, and	$23,307 "spent" (i.e. committed).

	external grant applications.	
Presidents Advancing Grantsmanship Fund	$2,500 summer contract for faculty nominated by their college deans who submit a grant proposal for at least $25,000 during the 2010-11 academic year.	6 awardees ($2,500 each) = $15,000.
Faculty Publication	http://www.iup.edu/page.aspx?id=98048 Publication costs for articles in scholarly journals paying no royalty or fee to the author are funded by the School of Graduate Studies and Research to a limit of $500.	$2,000 spent.
Incidental Research	http://www.iup.edu/page.aspx?id=98048 Large research projects are funded externally. $300 for preliminary studies leading to external grant proposals are supported internally.	$500 spent.
Travel in Pursuit of External Funding	http://www.iup.edu/page.aspx?id=98048 Funds to assist with travel to establish direct contact with program officers at federal and state agencies and private foundations.	$0 (we offered—no one accepted).
Undergraduate Scholars Forum (USF) Awards	http://www.iup.edu/page.aspx?id=4695 Awards to select undergraduate participants in the USF, including an award to represent IUP in the Annual "Research at the State Capitol" Event.	SGSR buys "give-aways"; RI buys "prizes"; and SGSR pays travel to the state capital for winning students.
Graduate Scholars Forum Awards	Travel awards to select graduate participants in the Forum.	$5,000 spent.
Student Travel	http://www.iup.edu/page.aspx?id=4695 Up to $750 per academic year for graduate students and $500 for undergraduates to travel to present their research/scholarly work.	Doctoral=$96,079 Masters=$28,377 Undergraduates =$10,642.
Student Professional Development	http://www.iup.edu/page.aspx?id=65579 Graduate students can apply for up to $300 to support their participation in scholarly and creative activities that add to professional development in a significant way.	$9,500 spent.
Graduate Student Research Grant	http://www.iup.edu/page.aspx?id=65579 This fund was created to encourage and support graduate students as they undertake research and creative projects that will contribute new insights in their chosen academic field. Max. amount students may receive in support of their research project, creative project, thesis, or dissertation research is $1,000 per year.	$18,987 spent.
Undergraduate Student Research Grant	http://www.iup.edu/page.aspx?id=65577 $300 grant to encourage students to undertake research and creative projects that will contribute new insights in the student's field.	$1,445 spent.

Develop and refine policies, procedures, and information on Responsible Conduct of Research, Export Control and Research Misconduct

- **Export control** laws regulate the unlicensed export of certain commodities or information for reasons of national security or protections of trade. When faculty travel abroad to conduct or share research, utilize "dual-use" technologies, or agree to certain publication restrictions, they must comply with these laws. The Office of the Chancellor, the 14 PASSHE universities, and, locally, the IUP-RI and the SGSR developed informational materials and procedures to improve compliance as well as track and record instances of compliance and non-compliance.
- The **Research Misconduct Policy** approved by the University Senate in April 2010 did not meet the standards of 42 USC 93 required by the Department of Health and Human Services (HHS) Office of Research Integrity (ORI). SGSR administration served on the committee to revise the policy. The revised policy was reviewed and approved by APSCUF legal, PASSHE legal, the University-Wide Graduate Committee, the University Wide Student Affairs Committee, the Senate Research Committee, the University Senate, the Deans Council, and the President's Cabinet. The revised IUP Research Misconduct Policy is significantly better in that it complies with 42 USC 93 as required to maintain the university's Federal Wide Assurance, and it is a much more concise and clearer document. It was accepted by the federal Office of Research Integrity.
- In response to rising interest in **intellectual property** (specifically, patents and copyrights), the SGSR now provides:
    - Web access to the PASSHE-developed educational resource, the "IP-toolbox".
    - Web access to PASSHE technology transfer information and key documents.
    - Individual assistance to faculty and students seeking to protect their IP, including coordination with PASSHE and the Penn State Research Foundation to secure patent rights.

Manage the 43 centers and institutes of IUP

- There were **48 centers and institutes in 2008, and 43 now**. The loss of centers and institutes is a natural process that is due to changing desires and changing resources (e.g.; $$, time). The IUP Policy that requires for an annual report has also been enforced this academic year, resulting in a few centers disappearing.
- In AY 2009-2010, a Centers and Institutes (C&I) Advisory Board composed of members recommended by each college dean was formed and, working together with SGSR administration and the C&I Directors, developed and approved a set of guidelines for the five-year review of C&I. This year, the C&I Advisory Board worked collaboratively with the SGSR administration and the C&I directors to determine an accelerated review schedule and implement an approved review instrument.

- The following 13 **centers and institutes were reviewed** by four-person teams consisting of the C&I director, a member of the C&I Advisory Board, the SGSR Assistant Dean for Research, and a representative from the C&I's administrative unit or college:
    - Center for Career and Technical Personnel Preparation
    - Center for Counselor Training & Services
    - Center for Educational and Program Evaluation
    - Center for Rural Gifted Education
    - Center for Videoconferencing
    - Child Study Center
    - Digital Media Institute
    - Literacy Center
    - Speech, Language, and Hearing Clinic
    - Center for Teaching Excellence
    - Murtha Institute for Homeland Security
    - Center for Turning and Furniture Design
    - Intercollegiate Athletic Institute for Sports Camps
- Center and Institute directors were engaged in approximately monthly meetings to increase networking and collaboration among centers and to address issues of shared concern that were identified last year. Among the most significant concerns tackled were:
    - Finding Pennsylvania/local funding opportunities (remedied with SGSR purchase of access to PA Foundations Online).
    - Marketing, exposure, information to community (remedied, in part, with the development of the SGSR's hosting of a competitive marketing process, with funding from the SGSR).
    - Establishing a procedure for closing/inactivating/re-directing a Center or Institute.
    - Obtaining information about establishing rates for services provided by C&I, and with progress made by participation in a seminar from the federal General Services Administration.
- The SGSR funded eight, $1000 each, applications for development and revision of **C&I marketing materials** and funded ten applications for travel/special projects totaling $9,160.

Increase research, thesis, and dissertation support for graduate students

- The number of students submitting **electronic dissertations** increased from 82 in AY 2008-09 to 90 in 2009-10 and to 117 in 2010-11.
- The SGSR provided….

Form of Support	Amount	Increase
Travel support for undergraduates	$10,642	
Travel funds master's students	$28,377	$10,000 increase over AY 2009-2010
Travel funds for doctoral students	$96,079	$5,000 increase over AY 2009-2010
Professional development funds for master's and doctoral	$10,000	$4,000 increase over AY 2009-2010
Research grant awards for graduate students	$18,987	$12,000 increase over AY 2009-2010
Research grant awards for undergraduate students	$6,900	

- To better support and promote STEM research at the undergraduate level, the SGSR is working with PASSHE to obtain a grant from the Council on Undergraduate Research (CUR) and National Science Foundation (NSF) via the "**Institutionalizing Undergraduate Research"** program. The PASSHE pre-proposal for this program was selected for advancement to the application stage (final application due Aug 1, 2011).
- The Sixth Annual **Undergraduate Scholars Forum** was held on April 5, 2011. We provided more SGSR faculty and staff assistance to this forum than ever before, and the event was a success.
    - 263 students presented their work through oral presentations (61), research and scholarly posters (62), business case competition teams (6), musical performances (2) and juried art exhibits (31).
    - 273 students submitted teacher work samples.
    - 108 faculty participated as judges and/or student research sponsors.
    - 25 major awards and 1 honorable mention were presented.
- The SGSR worked with faculty and staff to create and implement an inaugural **Graduate Scholars Forum**. This was held on April 6, 2011. The event was a tremendous success, organized and led by the SGSR.
    - 70 students from five colleges presented their work though research and scholarly posters (69) and musical performance (1).

- 42 faculty participated as judges and/or student research sponsors.
- 5 first-place prizes and 5 honorable mentions were presented. A single, grand prize was given by Phi Kappa Phi to the best overall scholarship.

Support faculty research

- The Academic Affairs Strategic Plan had one research objectives to be implemented for AY 2010-11, which is: "*Increase external grant and contract funding by 10% (3.A.3,5,6; 3.B.1,3; 4.C.1)"*
- Staff in the SGSR worked with the University Senate Research Committee to award…
  - $111,515 in grants to faculty.
  - $18,442 in Senate Fellowship grants.
- Staff in the SGSR worked with the Provost's Office to award $52,213 in Academic Innovation Grants.
- The SGSR actively participated in Research Appreciation Week, which was held April 19-23, 2010.
- The Institutional Review Board (IRB) is heavily supported by the SGSR. The IRB did very well this academic year and processed several hundred IRB requests in a timely and effective manner. Complaints about the IRB, which were prevalent in 2009-10, have subsided.

Refine the relationship between the IUP Research Institute and IUP

- The SGSR worked for all of spring and early summer of 2010 with the IUP-RI and IUP central administration to establish the **IUP's first for-profit corporation, the IUP Research Institute Business and Technology Group, Inc.** Quoting from the press release, *'This new entity is an independent business corporation with the not-for-profit IUP Research Institute as its sole shareholder. Dividends generated by the corporation will come to the IUP Research Institute "to support the research enterprise for the university," Johnson said. "It's a win-win situation for all involved," he said. "In addition to the educational and work opportunities for faculty and students, economic development for our region, and revenue generation for IUP's research activities, we anticipate that the success of this corporation will provide support for additional federal projects awarded to the university. Our success with the BTG sends a clear message that we can compete in this arena and deliver high-quality products that support our nation."* The Business and Technology Group develops solutions to technical and business challenges for military

operations, homeland security, emergency response and all other major federal, state and tribal initiatives. This is an historic first for IUP.

- The **Letter of Understanding** between IUP and the IUP-RI was finalized in the first week of July, the earliest that it had been completed in at least five years. During the prior year, the agreement was finalized over six months into the year. Such things stress the relationship so it is beneficial that the new agreement was completed so quickly. It has ushered in a new, high level of collegiality and cooperation between IUP and the IUP-RI. The strained relationship between IUP and the IUP-RI is in the past. This is in no small measure due to the new Letter of Understanding that was crafted and approved. In this new model, the university's chief research officer serves as the designated representative with the IUP-RI and is responsible for ensuring that progress is made on all matters related to research compliance and sponsored programs administration. This eliminated the "multiple voices" problem that the IUP-RI experienced for many years- having many different people tell the IUP-RI what to do, with no coherent view and no single point of contact.
- The SGSR is investing a great deal of time and effort into this relationship. This improved communication has resolved many problems and greatly improved the working relationship between IUP and the IUP-RI. These meetings include:
    - The SGSR dean attends:
        - One meeting per week with the IUP-RI staff, typically on Tuesdays, to discuss and resolve any current issues.
        - One meeting per week with John Johnson, Chair of the IUP-RI Board of Directors.
        - One meeting per week with Mark Berezansky, Executive Director of the IUP-RI.
        - Quarterly meetings of the IUP-RI Board of Directors and quarterly meetings of the Business and Technology Group Board of Directors.
    - SGSR administration and staff attend a weekly meeting with the IUP-RI, and representatives from Procurement, Human Resources, and Administration and Finance Grants and Special Funds Accounting.
- At the request of President Werner, a team of IUP personnel met throughout Spring 2011 to develop **new business practices for the processing of Alternate Workload Equivalents** (AWEs) for faculty. This new practice involves the SGSR, Administration and Finance Grants and Special Funds Accounting, and the IUP-RI. It is designed to maximize the collection of F&A (i.e. indirects). It is estimated that IUP did not collect and therefore lost about $160,000 in F&A last year alone. The new business practices were reviewed by the Council of Deans and by the President's Cabinet. They are scheduled to go into effect July 1st.
- To apply for grants from the National Science Foundation (NSF), the University must have in place a plan for ensuring that students funded to work on NSF-funded research have been trained in the **Responsible Conduct of**

Research (RCR). Working together, the SGSR, the IUP-RI, and the IUP Controller's Office developed and implemented a procedure to ensure that all students working on NSF-funded research receive necessary training (via CITI modules) and that the satisfaction of this training requirement is tracked and recorded.

- The SGSR worked with the IUP-RI to create a means to track the monthly progress towards achieving IUP's grants goals. This has not been done before. An analogy would be the monthly reports sent to deans about graduate enrollment management, and the underlying philosophy is, "*You measure and track what you care about*." The IUP-RI purchased and installed software (Pentaho) for tracking awards. This software allows the IU-RI to easily create charts and tables depicting grant awards by department, by college, and by academic division.
- **GrantSense**, the home-grown grants database used by the IUP-RI, has been extensively edited to eliminate duplicate entries and redefine the hierarchical structure of units (i.e. divisions, colleges, departments, centers, etc.) in it. This effort required several personnel in the IUP-RI to work cooperatively with IT support personnel in the Business and Technology Group. The duplicate entries and the previous hierarchical structure caused anomalous results to be reported in past IUP-RI reports. Having accurate data is paramount, hence this effort.

Student Success

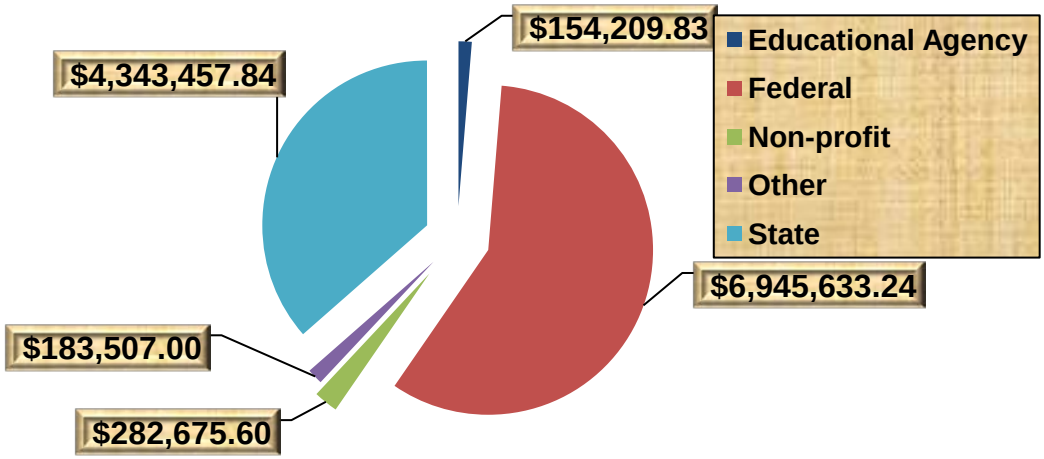
Graduation	Master's	Doctorates	Total
August '10	161	28	189
Dec '10	321	30	351
May '11	306	38	344
GRAND TOTALS	**788**	**96**	**884**

Outreach and Partnerships

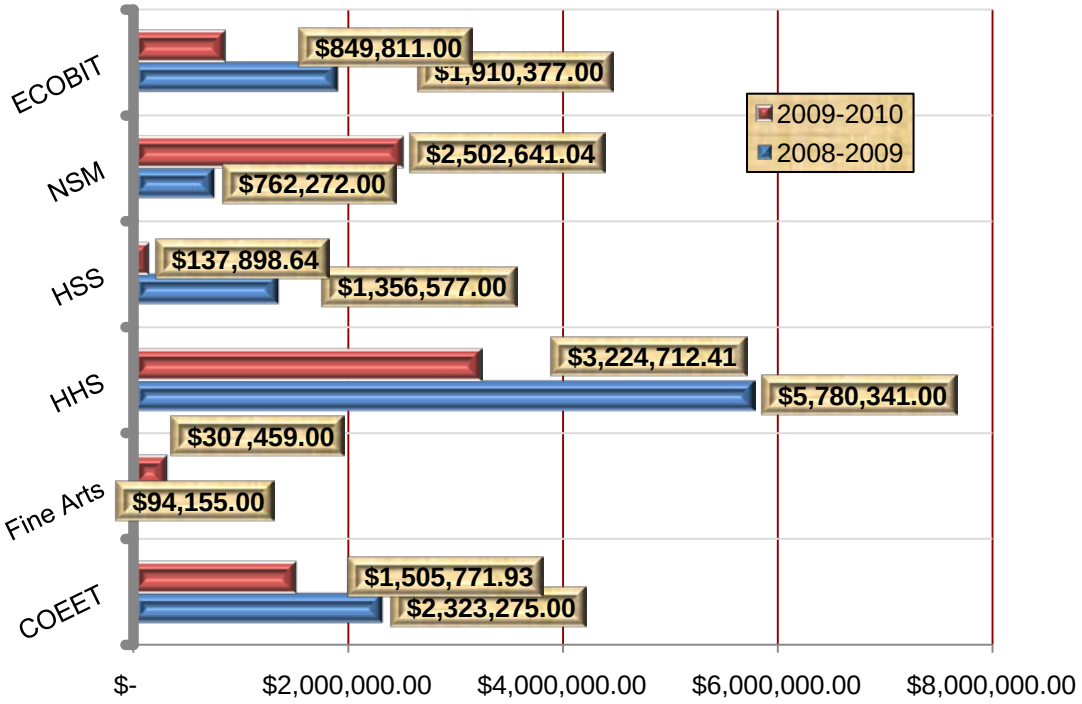
- The SGSR partnered with the IUP-RI to ensure that the technology transfer, research misconduct, intellectual property, and other such policies are on both websites, and that both units will adhere to the same set of policies.

Fundraising and External Grants/Contracts

- Most of IUPs grants during AY 2009-2010 came from the federal government, followed by state agencies:



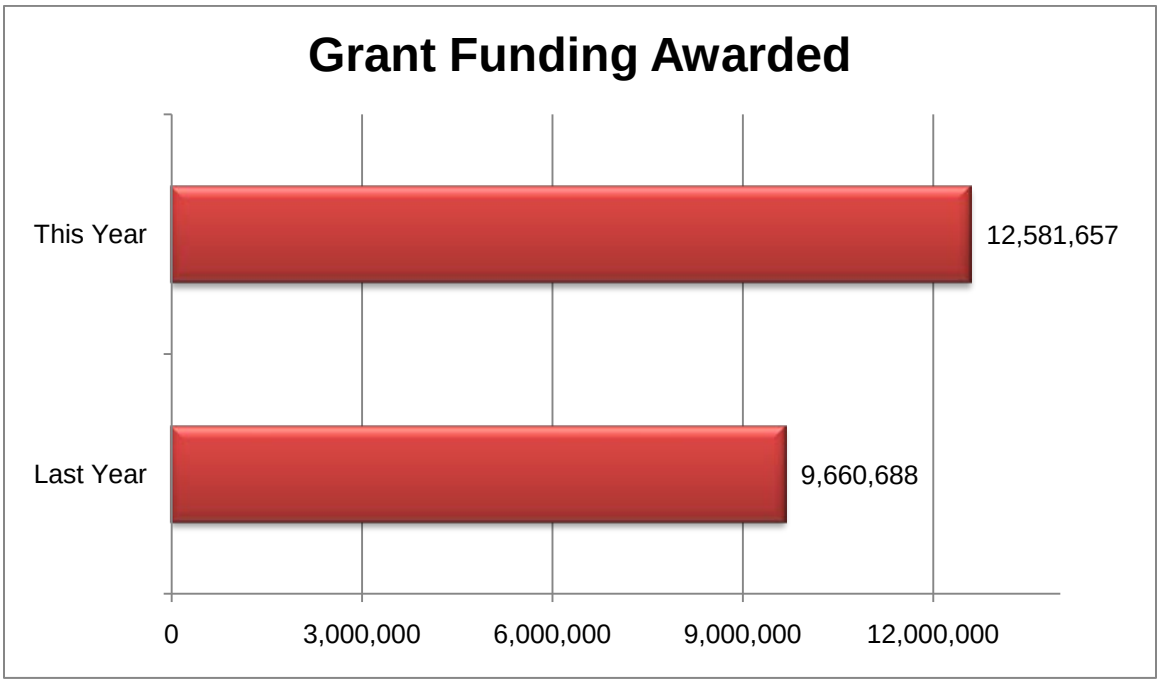
- **Grant performance by college** varied. Note that this is 2009-2010 data- the most recent.
    - Four of six colleges (ECOBIT, HHS, HSS, and COEET) decreased their grantsmanship. NSM, FA increased their grantsmanship.



- The staff in the IUP Research Institute actively assisted the faculty with understanding funding opportunities and applying for them. Over 470 individual meetings were held with faculty from July 1, 2010 to June 14, 2011:

Number of Documented Funding Searches Performed:	**65**
Number of Documented Faculty Meetings Held:	**403**
Number of Documented Dean/Chairperson Meetings Held:	**70**

- Grant awards were almost identical to the previous year- 158 this year to 157 last year.
- Total funding for this year (2010-11) looks good:



State of Physical Facilities

The SGSR is housed in Stright Hall. A few of the windows in the building are neither sealed nor insulated. Winds result in the blinds blowing and rain results in water streaming down the walls inside the rooms. The consistency of heating and cooling is a continuing concern.

Personnel Changes/Developments

- The SGSR experienced significant personnel changes during AY 2010-11. Seven of 14 positions (50% of the unit), have been affected. None of this has been 'bad' turnover; i.e. where people are leaving angry or disgruntled. Significant reshuffling of duties has occurred almost continuously throughout this academic year as people have departed and new ones have replaced the departed personnel. Morale in the SGSR is currently excellent.
  - Dr. **Hilliary Creely** became Assistant Dean for Research on Aug 1, 2010. She has been an extremely valuable addition to the SGSR and to IUP.
  - **Autumn Shannon** became the Administrative Assistant to the Dean on October 25, 2010 and replaced Tracy VanHorn-Juart, who became the Assistant Registrar.
  - **Sandy Pembleton**, a Clerk Typist III, retired and the position was not replaced. The SGSR has internally juggled assignments of the remaining staff to accommodate the loss of this position.
  - **Donna Griffith**, Assistant Dean for Administration and Director of the Monroeville Graduate and Professional Center, retired on May 13, 2011.
  - **Frank DeStefano** became the Director of Marketing and Recruiting on May 14, 2011 and replaced **Paula Stossel**. She became the new Assistant Dean for Administration and Director of the Monroeville Graduate and Professional Center on May 14, 2011. This occurred due to the support of the Provost, Human Resources, and the President. The SGSR thanks them for their support!
  - **Beverly Obitz**, the thesis and dissertation reviewer, retires on June 30th.

"Points of Pride": Noteworthy Achievements and Milestones

- GRADUATE EDUCATION
  - Marketing of IUP's graduate programs reached new levels of sophistication and effectiveness.
  - Electronic marketing of IUP's graduate programs was heavily emphasized, to good effect.
  - Graduate enrollment is slowly becoming part of the culture of IUP.
  - The WMD program has been accepted by PASSHE and awaits approval at the next Board of Governors meeting.
  - The Safety Science Ph.D. program is ready for re-submission to PASHE, once a single fiscal table is added.
  - The Adult and Community Education online master's degree program will be available in January 2012.
  - The Monroeville Graduate and Professional Center was significantly improved.

- RESEARCH
  - Grant awards are up by more than the 10% target set for this academic year.
  - A new “Research @ IUP” website was created.
  - The President’s Advancing Grantsmanship Fund was established.
  - The Research Misconduct Policy was revised and then approved at the federal agency level.
  - The relationship between IUP and the IUP-RI is vastly improved.
  - A for-profit research foundation was spun-off of the IUP-RI, which is a 1st for IUP.

Success/Progress in Meeting Priorities for AY 2010-11

Significant progress was made this past year in both improving graduate education at IUP and in creating a more stable research support structure (i.e.; the relationship between IUP and the IUP-RI). The visibility of graduate education at IUP has been enhanced, and graduate student enrollment management has been improved.