Members Present: Ryoichi Amano, Peninnah Kako, Ryan Newton, Laura Otto-Salaj, Richard Smiraglia, Cheng Zheng

Members Absent: Kristin Pitt, Aaron Schutz, Simone Linhares Ferro

Guests: Vicky Everson and Tiffany Nation, Graduate School; Michael Liston, Philosophy

1. Call to Order
   The meeting was called to order at 1:04 p.m. by Laura Otto-Salaj.

2. Announcements
   There were no announcements.

3. Election of 2016-17 Subcommittee Chair
   Laura Otto-Salaj nominated Peninnah Kako to serve as Chair of the Subcommittee during 2016-17. There were no other nominations. Professor Kako was unanimously elected Chair.

4. Approval of the minutes from the March 9, 2016, meeting and meeting notes from the April 26, 2016, meeting (no quorum)
   A motion was made and seconded to approve the minutes from the March 9, 2016, meeting. The motion passed unanimously. No vote was needed on the notes from the April meeting.

5. Review and discuss data regarding nominations received and awards offered
   Michael Liston provided background information regarding the nomination process that changed during his tenure as Associate Dean in the Graduate School. A process was developed that allowed programs to submit two nominations per track under the “umbrella degree” in cases where programs had identifiable tracks that required separate admissions committees and that did not allow students to move back and forth between tracks unless a new application was submitted. This restructured nomination process has impacted the awards offered, particularly the number of awards offered to master’s students. Discussion followed. Currently, four Distinguished Graduate Student Fellowship (DGSF) award offers are reserved for master’s students. The Subcommittee agreed to maintain those four award offers for master’s students. Members of the Subcommittee also asked for data regarding the number of master’s nominations submitted in relation to the number of master’s students who receive DGSF awards.
The potential of capping awards to nominees from the programs with tracks was offered as an option to offset the larger number of nominations that those programs can submit. Discussion followed. A motion was made and seconded to move the potential capping of awards to the GFC for a decision. The motion passed unanimously.

6. Discuss and recommend improvements to fellowship competition and/or award selection processes
Distinguished Dissertation Fellowship (DDF) award recipients currently can attain dissertator status any time during the award period. There is no consequence for not attaining dissertator status during the award period. A motion was made and seconded to state that DDF awardees must attain dissertator status by the beginning of the academic year of the fellowship award. If a DDF award recipient has not attained dissertator status by the beginning of the academic year, the award will be forfeited. The motion passed unanimously.

7. Other business
The proposed 2016-17 timeline for the Subcommittee was distributed.

The Subcommittee discussed eligibility criteria for nominees and for awardees. The definition of good standing was discussed. In addition to maintaining a 3.0 GPA and to making progress toward the degree, for fellowship purposes, nominees/awardees cannot be on academic probation and cannot have engaged in academic or non-academic misconduct based on transcript notations at the time of nomination/award. If these situations occur, the graduate fellowship award is forfeited.

The October 20, 2016 Grad Reps meeting will focus on the 2017-18 graduate fellowship competition. The Chair of the Subcommittee and the Chair of the AOP Committee will review the ratings process. A member of the Graduate School’s IT unit will provide a demo of the web-based fellowship competition system. Michael Liston asked that we continue to stress the importance of providing context for the discipline in the letters of recommendation.

8. Adjournment
The meeting adjourned at 2:03 p.m.