
Members Absent: Ryoichi Amano, Anne Pycha, Stephen Wetzel

Guests: Vicky Everson, Tracey Heatherington (ex officio), Tiffany Nation

1. Call to Order
   The meeting was called to order by Peninnah Kako, Chair, at 1:02 p.m.

2. Announcements
   There were no announcements.

3. Approval of the minutes from the March 6, 2018, meeting
   A motion was made and seconded to approve the minutes. It passed unanimously.

4. Review and discuss data regarding nominations received and awards offered
   Vicky Everson provided an update on the award offers. One award was declined in each of the categories: DDF, DGSF, and R1DDF. Awards that became available were offered to alternates and subsequently accepted.

5. Discuss and recommend improvements to fellowship competition and/or award selection processes
   - It was recommended that only one email message be sent to Subcommittee members when the nominations are ready for review rather than sending a separate email for each award type.
   - It was recommended that the randomization of the nominations be re-coded so that the same group of reviewers do not review the same nominations in the competition.
   - It was recommended that scholarly achievement be clarified. Consider asking the programs for criteria to identify excellent, good, and fair scholarly achievement.
   - It was recommended that, given the inconsistent quality of student applications, it might be helpful to provide a model application for students.
   - Consideration could be given to set aside a specific number of awards for incoming students.
   - It was recommended that some of the criteria identified for evaluation by the graduate program might be useful for recommenders and could be included in the email message to individuals selected to write letters of recommendation for applicants.
• It was determined that transcripts are not needed for DDF and R1DDF nominees.
• It was recommended that the sections on the fellowship application follow the order of the sections on the rubric.

6. Other Business
Peninnah Kako updated the Subcommittee on the graduate faculty governance restructuring and the revising of the charters. She indicated that there is interest in adding oversight of graduate assistantships and the Chancellor’s Graduate Student Awards to the graduate fellowship charter to provide an advisory and advocacy group to the Graduate School Dean and to campus. Discussion followed.

Currently, assistantships and CGSAs are under the purview of School/College Deans, and concern was expressed that UWM Deans may not appreciate assistantships and CGSAs being added to the charter. Concern also was expressed that the proposed name, Graduate Fellowships and Assistantships Committee, could be misleading. It was recommended that the role and purpose of the graduate fellowship subcommittee be clarified.

8. Adjournment
The meeting adjourned at 1:53 p.m.