

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

MINUTES, Meeting 428

May 1, 2015

2:00 p.m., 260 University Center

PRESENT: R. Kreuz (CAS), S. Neely-Barnes (SWRK), J. Scraba (ENGL), L. Brooks (FCBE), Q. Chu (FIN), D. Sherrell (MSCM), B. Krishnan (FCBE), M. Logan (CCFA), A. de Velasco (COMM), L. Weiss (HSS), W. Haggard (ENGR), R. Meier (CIVIL ENGR), K. Berisso (ENGR TECH), D. Wark (SCSD), M. Levy (SPH), B. Akey (UNIV COLLEGE), J. Berman (Faculty Senate), K. Duckett (GSA), J. Dhaliwal (Graduate School), J. Kierulff (Graduate School), L. Griggs (Graduate Admissions)

ABSENT: G. Emmert (CHEM)(proxy = R. Kreuz), M. O'Nele (THEA)(proxy = M. Logan), V. Morris (CEHHS)(proxy = L. Weiss), J. Byford (ICL), C. Preza (EECE)(proxy = R. Meier), L. Jarmulowicz (SCSD), G. Shiba (NURSE)(proxy = M. Levy), J. Oswaks (NURSE),

GUESTS: Mark Gillenson

J. Dhaliwal opened the meeting at 2:05 p.m. when a quorum was attained.

428.1: J. Berman moved (2/L. Weiss) to approve the minutes from meeting #427, held on April 3, 2015. The motion was carried by voice vote.

428.2: J. Dhaliwal announced that President Rudd will be signing the contract with the Church Health Center on May 4, 2015.

428.3: J. Dhaliwal announced that Graduate Student Orientation will be held on August 18, 2015 from 9:00 – 1:30 in the University Center Ballroom. He noted that the Graduate School is working to modernize and improve this event.

428.4: J. Dhaliwal announced that Teaching Effectiveness Workshop for Graduate Teaching Assistants will be held on August 21, 2015 from 8:00 – 12:00 in the University Center, room 340. He noted that the Graduate School may update the format of this event.

428.5: J. Dhaliwal announced that the 2015-2016 Graduate Catalog has been published online.

428.6: V. Morris moved (2/M. Levy) to approve the revisions to the College of Education, Health and Human Sciences catalog regarding the reduction in

hours required from 54 to 51, which may include up to 30 hours from the EdS degree. The motion was carried by voice vote.

428.7: J. Dhaliwal proposed that the evaluation of credentials requirement be decentralized to the departmental level, rather than having a university level requirement. D. Wark moved (2/S. Neely-Barnes) to approve the decentralization of credential evaluation requirements. The motion was carried by voice vote.

428.8: J. Dhaliwal asked the council members to encourage their departments to actively manage their yield rates. Now that they have admitted people it is time to shift gears and focus on getting those admitted students enrolled in courses. J. Dhaliwal instructed them to ask their program coordinator, "What are you going to do to get admitted students enrolled?" He noted that research shows that increasing communication with these students improves enrollment figures. Therefore, creating a communication plan with weekly emails is important.

428.9: J. Dhaliwal noted the new SRI budget model will effect curriculum proposals, as we must take the financial aspects of the proposal into account. This means the UCGS will be responsible for considering the financial aspects of curriculum proposals. Deans will now have the authority to distribute funds. M. Logan noted that they will need guidance on evaluating the financial aspects of program proposals.

428.10: J. Dhaliwal informed the council that there are six non-embedded certificate programs. Therefore, SACS requires an assessment plan for these certificate programs.

428.11: J. Dhaliwal informed the council that our visit with Pam Knox has been postponed, as Pam Knox suffered an injury yielding her unable to drive. The meeting will be rescheduled and the council will be kept apprised of when the meeting will take place.

428.12: J. Dhaliwal announced that the decentralization of releasing of holds and schedules adjustment forms will be happening shortly. J. Kierulff will be releasing information when he returns to the office.

428.12: Mark Gillenson and Susan Neely-Barnes presented the Interdisciplinary Graduate Studies Task Force report findings and recommendations to the council. J. Dhaliwal noted that we definitely need to revise certain policies in the Graduate Catalog. M. Levy made a motion (2/M. Logan) of thanks to the task force for all of their hard work. M. Logan asked what kind of feedback they received from the Deans. S. Neely-Barnes responded that their meetings with the deans produced ideas for specific programs. She also noted that all of the deans endorsed the idea of overlapping credit. M. Logan commended Mark

Gillenson and Susan Neely-Barnes for their composure at the town hall meeting. J. Dhaliwal implored the council members to bring him innovative ideas whenever they think of something.

428.14: J. Dhaliwal informed the council that TBR has a rule stating that if a faculty member leads a study abroad group then training is required. Please contact the Study Abroad office for information about this training.

428.15: J. Dhaliwal invited the council members to provide feedback on how the Graduate School can serve them better. M. Levy stated that this has been a good year with a nice increased emphasis on customer service. S. Neely-Barnes recommended that the relationship between graduate studies coordinator and financial aid be strengthened because students are often lost when it comes time to pay for courses. D. Wark noted that he has been very pleased with the transition this year and the implementation of the 250R plan. L. Brooks commented that he found the introduction of professional development seminars to be very helpful. Q. Chu requested that the Graduate School eliminate courses from the Catalog that haven't been offered in a long time. J. Dhaliwal responded that the Graduate School will look up courses that have not been offered in five years and inform the programs that we will be closing them out.

There being no further business to discuss the meeting was adjourned at 3:25 p.m.

Minutes respectfully submitted by Mary Kyle.