UNIVERSITY COUNCIL FOR GRADUATE STUDIES

MINUTES, Meeting 436

September 2 2016

2:00 p.m., 261 University Center

PRESENT:  R. Kreuz (CAS), R. Dupont (CJUS), H. Kurtz (CHEM), J. Sc rab a (ENGL), L. Brooks (FCBE), A. Okunade (ECON), J. Page (CCFA), G. Myatt (ART), S. Lease (EDU), W. Haggard (ENG R), R. Meier (CIVL), L. Mendel (SCSD), L. Weiss (SHS), R. Palakurthi (KWS), M. Levy (SPH), T. Johnson (UCOLL), J. Berman (FS), Y. Kana mori (GSA), J. Dhaliwal (Graduate School), J. Kierulf (Graduate School), L. Griggs (Graduate Admissions)

ABSENT:    T. de Velasco (COMM)(proxy=J. Page), L. MacGillivray (ICL), D. Strohmer (CEPR), A. Robinson (EECE), S. Lee (NURSE), G. Shiba (NURSE), C. Chapell (UCOLL)

GUESTS:  Teresa Richardson, Nursing; Yeh Hsueh, CEPR

J. Dhaliwal opened the meeting at 2:01 p.m. when a quorum was attained.

436.1: L. Weiss moved (2/R. Meier) to approve the minutes from the last UCGS meeting held on May 6, 2016. The motion was carried by voice vote.

436.4: M. Kyle demonstrated where to find the Graduate School calendar online. J. Dhaliwal asked the council to remind their faculty to pay close attention to the deadlines listed on this calendar.

436.5: J. Dhaliwal requested that the council members lock in all dates provided on the 2016-2017 UCGS schedule of meetings. He noted that the UCGS meetings are on the first Friday of each month, with the exception of April. The National Conference on Undergraduate Research (NCUR) will be ongoing on the first Friday of April. Therefore the UCGS will meet on the second Friday of that month.

436.6: J. Dhaliwal provided the council with an enrollment management update. He congratulated the council for their hard work, as enrollment is up across the board. He specifically recognized the College of Nursing and the School of Public Health for their efforts in boosting their enrollments.

436.2: J. Dhaliwal welcomed all the new members, asking them to stand as he announced their names. He provided them with a brief overview of how the UCGS functions.
436.3: J. Dhaliwal introduced the new Graduate Student Association (GSA) President, Yasuko Kanamori. She informed the council that the first GSA meeting will be held September 23, 2016 at 1:00 PM. At this meeting they will be electing representatives from each college and school. Y. Kanamori also noted that the amount of travel funding has increased.

436.7: J. Dhaliwal informed the council that the Graduate School will be very focused on the promotion of graduate certificate programs. He noted that the private sector is moving very quickly in the field of “nano-degrees.” He reiterated that everyone must work hard to promote their existing certificates.

436.8: J. Dhaliwal announced that the Graduate School will soon be implementing a new centralized application system. J. Kierulff informed the council that he is currently taking comments on the draft of the system. He asked that all comments be submitted to him by September 7, 2016. J. Dhaliwal noted that the Decision Desk consulting firm will only be on campus for a short time to help with the launch of the system. Therefore, it is very important for all departments to be engaged during this implementation period. He asked the council members to convey this sense of urgency and importance to their respective departments regarding this critical project.

436.9: M. Kyle announced that the Graduate School Recruitment and Information Fair will be held Thursday, September 22, 2016 from 3:00 PM to 6:30 PM in the University Center ballroom. A free GRE workshop will be held at 5:30 PM in the University Center Senate Chambers. M. Kyle urged council members to take copies of the event flyer and post them in their buildings.

436.10: J. Dhaliwal informed the council that the National Conference of Undergraduate Research (NCUR) will be held on the University of Memphis campus April 6 – 8, 2017. This provides graduate programs with a truly unique opportunity to recruit high quality undergraduate students. M. Kyle noted that the spring 2017 Graduate School Fair will be merged with the NCUR Graduate School Fair. J. Dhaliwal asked the council members to mark their calendars now for the April 6 -7, 2017 Graduate School fair.

436.11: L. Weiss moved (2/A. Okunade) to approve the revision to the UCGS by-laws to include the Kemmons Wilson School of Hospitality and Resort Management. The motion was carried by voice vote.

436.12: J. Dhaliwal informed the council that the curricular revision process will remain the same this year, but noted that it will change next year when the university has its own Board of Trustees in place. He reviewed the timeline of the curricular review process. J. Dhaliwal requested that programs wishing to propose a new major wait until the new Board of Trustees is in place. L. Weiss
inquired about the proposal of new concentrations or certificates. J. Dhaliwal
responded that there is no need to hold off on submitting such proposals. M. Kyle
noted that the university will soon be implementing the curriculum management
software, Curriculog. Therefore, the process of making curricular revisions at the
graduate level is likely to change substantially.

436.13: J. Dhaliwal informed the council that some colleges and schools want
the UCGS to reconsider what constitutes a “full time” student. A small task force
will be created to evaluate this issue. Please submit the names of people willing
to serve on this committee to M. Kyle (marykyle@memphis.edu).

There being no further business to discuss the meeting was adjourned at 2:44
p.m.

Minutes respectfully submitted by Mary Kyle.