

**MINUTES
COLLEGE OF ARTS AND SCIENCES COUNCIL
FOR RESEARCH AND GRADUATE STUDIES**

MEETING: February 03, 2025

MEMBERS PRESENT: P. Alcalde, K. Bowers, E. Choi, A. Daily, D. Downey, W. Duffy, J. McCutcheon, A. Mickelson, E. Nelson, M. Perez, G. Peterson, H. Sable, C. Santo, X. Shen, D. Smith, S. Stanley, D. Venugopal, G. Washington

MEMBERS ABSENT: T. Brewster, S. George

PROXIES: N/A

PRESIDING: R. Kreuz

1. Welcome to the new Council representatives

Keith Bowers (BIOL), replacing Shawn Brown
Sharon Stanley (POLS), replacing Matthias Kaelberer
Greg Washington (SWRK), replacing Elena Delavega while she is on PDA

2. Approval of the minutes from the November 25, 2024 Council meeting

M. Perez made a motion to approve the minutes. G. Peterson seconded, and all voted in favor.

3. Presentation by Whitney Hardy (Crews Center for Entrepreneurship)

Whitney Hardy, director of the Crews Center, presented information about the Center and shared some of the ways it can benefit students and programs.

4. Report from the December 6 UCGS and January 29 College Director meetings

R. Kreuz shared the following:

a) Approval of the CAS curriculum changes

All CAS proposals presented at the December 6 UCGS meeting were approved.

b) Approval of the Cambridge Exam for English proficiency

At the December 6 meeting, there was a vote to approve this language proficiency exam. The motion was approved.

c) Shared credits policy

At the January 29 College Director meeting, there was discussion about creating a shared credits policy between graduate certificates. This is specified at the master's and doctoral level, but not for certificates. The issue is that students should not be double

dipping for two (or more) graduate certificates. The purpose of these certificates is to draw new students into the university. There was discussion of allowing just one course to be shared, but no motion was made.

d) Credit for prior learning

This is also called experiential learning credit and usually involves a portfolio of work being submitted. There is no policy on this in the current graduate catalog, although apparently there was language about this in the past.

The credit by exam maximum is specified, and it is 9 hours. There was discussion of whether there should be a maximum number of hours for this. It could be set, for example, at 15 hours, which is the same as our transfer policy, or as a percentage, such as 25% of the master's required hours. Departments, as always, can have a more stringent requirements if they wish. Dean Tollefsen will make a proposal to the UCGS next month.

e) ABM requirements

The GPA requirement for the accelerated bachelor to master's program was changed from 2.5 to 3.0, although this change was never approved by the University Graduate Council. Dean Tollefsen is considering making a motion to have it changed back to 2.5, or 2.75, which is the same as the requirement for admission to our graduate degree programs. This will be discussed at the March meeting of the UCGS.

f) Fee waivers (not application fee)

Starting in the fall, there will be no out of state waivers for doctoral students from a central pool; all of these funds have been distributed to the colleges. Contracts should list the full amount of tuition, and the Graduate School will verify residency.

5. National Association of Independent Schools (NAIS) recruiting, February 26-28

A. Daily has taken the initiative on this. The Graduate School has paid for a table, and Dean Tollefsen would like to see a faculty member attend from each of our three divisions. A. Daily can represent the humanities and we need representatives from the natural sciences and the social sciences.

6. New Business

Course fees

Dean Tollefsen is urging programs not to nickel and dime doctoral students by charging course fees. Students entering their graduate programs are often financially strapped at the beginning of a term, and some are being dropped for nonpayment for this reason. Departments need to communicate with students about these fees, and departments should pay course fees for them when they can.

Graduate certificates

The graduate catalog doesn't specify minimum requirements for receiving a graduate certificate. The Graduate School's policy has always been that the certificate GPA must be 3.0 or higher, but this isn't explicitly stated in the catalog, and it needs to appear there. The plan is to approve this language at Friday's UCGS meeting.

Transcript evaluations

D. Smith has encountered discrepancies with equivalencies on transcript evaluations vs. what is calculated when looking at the actual transcript.

D. Downey has also encountered this when comparing the evaluation with the results from an online calculator.

Commencement

Since there will no longer be a summer commencement, students having degrees conferred in the summer will have the option of attending the fall ceremony. This poses a problem for students who have already left Memphis for jobs or internships. H. Sable has determined that these students can be granted an exception to attend the spring commencement. V. Muldrow in the commencement office should be contacted to request exceptions.

Adjournment: G. Peterson made a motion to adjourn. E. Nelson seconded the motion, and all voted in favor.

Minutes prepared by S. Warren from notes provided by R. Kreuz and a recording of the meeting; edited by R. Kreuz.