

# UNIVERSITY COUNCIL FOR GRADUATE STUDIES

## MINUTES, Meeting 393

March, 5, 2010

2:00 p.m., 177B Administration Building

**PRESENT:** J. Berman (PSYC, Faculty Senate), M. Parris (BIOL), J. Dhaliwal (Business), D. Sherrell (MKTG), M. Logan (CCFA), S. Utt (Journalism), M. Grant (ICL), L. Weiss (HSS), R. Meier (CIVL), C. Williams (Eng Tech; R. Meier Proxy), D. Wark (AUSP), P. Stevens (University College), L. Klesges (Public Health), B. Park (Library), S. Connable (GSA president), K. Weddle-West (VPGS),

**ABSENT:** L. Bennett (CAS; Joy Clay, CAS representative), D. Patterson (Judaic Studies), J. Jackson (ART), E. Rakow (COE; L. Weiss, proxy), S. Slack (Engineering; R. Meier, proxy), R. Koch (Nursing; P. Stevens, proxy), and H. McCree (University College), J. Brownlee (Graduate School), T. Woodman (Graduate School)

**GUESTS:** Dorothy Norris-Tirrell (Public and Nonprofit Administration),

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K. Weddle-West opened the meeting at 2:05p.m. when a quorum was attained.

393.1 Approval of Minutes of Meeting #392: J. Dhaliwal moved (2/ P. Stevens) to approve the minutes from the University Council of Graduate Studies meeting on February 5, 2010. The motion was carried by voice vote.

Next, K. Weddle-West announced that we had a guest in attendance and asked the council members to skip to item 393.5.1 on the agenda. K. Weddle-West introduced Dorothy Norris-Tirrell to the council and invited her to present the proposal for a new Graduate Certificate in Philanthropy and Nonprofit Leadership. Thus, item 393.5.1 was moved to the top of the agenda in order to allow our guest to go first. Please note that all "New Business" items were then addressed before the rest of the agenda.

### 393.5 New Business:

**393.5.1 New Graduate Certificate in Philanthropy and Nonprofit Leadership proposal:** Please note that the vote on this proposal will be on April 2, 2010, in order to provide council members with adequate time for review of the document. Dorothy Norris-Tirrell requested to present the proposal for the new graduate certificate during our March meeting, as her schedule prevents her from attending the April UCGS meeting. Ms. Norris-Tirrell began by stating that the 15 hour graduate certificate builds on work that students have been doing. Roughly half of the students in the Masters in Public Administration (MPA) program pursue a concentration in Nonprofit Administration, which indicates that there is already a strong interest in this area of study. The certificate will be affiliated with the national American Humanics Alliance. This connection will expand the reach and marketing opportunities for the program to a national audience. Another aspect that will increase the marketing potential of this program is the plan to offer online courses. Ms. Norris-Tirrell noted that she has already received calls from people out of state inquiring about this graduate certificate. Council members were asked to review the proposal before voting in April.

**393.5.2 GRE(r) program update:** K. Weddle-West presented the council members with a handout containing the slides from a power point presentation given at the GRE conference in San Francisco. Launching in August 2011, the updated GRE will contain some different scoring methods, as well as a new evaluation system called the Personal Potential Index (PPI). The PPI is designed to provide a more complete picture of an applicant's potential for success in graduate school beyond grades, test scores and recommendation letters. Weddle-West will continue to provide the council with GRE program updates as the launch date approaches.

**393.5.3 Graduate and Professional School Recruitment Fair:** The fair is on Tuesday, March 16, 2010. Please, send Kristie Fleming the number of tables you will need, as well as any additional requests, as soon as possible. Faculty members are encouraged to rotate, preventing them from having to stay the entire 5 hours. Please encourage everyone to come, especially the best and brightest students and staff members. It is particularly important to hand out flyers and remind students about the fair on Monday, March 15<sup>th</sup> as this is the first day back from spring break.

**393.5.6 Graduate Education Week at Legislative Plaza:** K. Weddle-West reminded the council that Graduate Education week in Tennessee will be held April 5 – 9, 2010. As part of the week-long celebration, the Graduate School will travel to Nashville, Tennessee on April 7, 2010. Each year, one student from each school travels to the Legislative Plaza to present their research to the legislators. This year the associate deans selected Pam Hurley to represent the University of Memphis. M. Logan gave the council members a brief overview of Ms. Hurley's research project. As a student of architecture, Ms. Hurley

has been involved in the restoration of Henning, Tennessee. The restoration of this small town, once home to Alex Haley, began at the request of U.S. Senator Lamar Alexander. We are very excited about presenting this research in Nashville, as state legislators tend to be much more interested in research that has a direct impact on the state of Tennessee.

**393.5.5 Student Research Forum:** Graduate Education Week in Tennessee will kick-off with the student research forum on April 5, 2010. This year the event will be held in the new University Center. This larger space will allow for more students to participate. Please encourage all students submit an abstract and partake in the research forum. All abstracts must be submitted by March 17, 2010. Please send abstracts to [sconnble@memphis.edu](mailto:sconnble@memphis.edu). Once a student submits their abstract the student is accepted and expected to present their research.

**393.5.4 Graduate Education Week in TN:** This year's Graduate Education Week will culminate with a fundraising event on April 9, 2010, hosted by the Graduate Student Association. GSA President, S. Connable, informed the council that they will be raising money for the International Relief Fund with the Red Cross. Initially a fundraiser to help earthquake victims in Haiti, the scope of the fundraiser has expanded to include victims in Chile as well. Donation envelopes have been provided to each department, including the library. The Associate Deans will be responsible for collecting money in their respective departments. S. Connable said the GSA's goal is to raise \$20,000.00 by April. On April 9<sup>th</sup> they will have a big event on campus with live music where they will announce the total amount of money raised. K. Weddle-West noted that previous fundraising efforts have been very successful, due to the generosity of our faculty, staff and students. We hope to see the same kind of generosity and support for this fundraiser.

**393.5.7 Training of faculty and staff to use Hobsons:** K. Weddle-West announced that M. Kyle has done an "excellent job" of filling Nancy Hurley's very large shoes. The council members applauded M. Kyle for her efforts over the past 4 months. K. Weddle-West briefly summarized the information covered in the two Hobsons training sessions conducted last month. A third training session can be scheduled if the need arises. M. Kyle noted that not all users will require training, and requested the names of anyone that needs access to the Hobsons database or monthly exports. (please send access requests to [marykyle@memphis.edu](mailto:marykyle@memphis.edu))

393.2 Announcements: Before addressing the items on the agenda, the council was updated on the health of fellow staff member, Angelia Edwards. She is back at the West Clinic for treatment and has

expressed her sincere appreciation for all of the help she received from her co-workers. K. Weddle-West was very pleased to announce that Angelia Edwards is “doing well.”

**393.2.2 Keywords needed as part of search engine optimization strategy:** K. Weddle-West reminded the council members that these keywords are necessary in order to improve our position in search engine results. M. Kyle has only received words from one person thus far. J. Berman asked if this request could be distributed to all of the graduate coordinators. M. Logan seconded this idea, reiterating that an email announcement would send the request directly to the source of information. M. Kyle agreed to send an email to the graduate coordinators, providing them with brief description and an example of the type of words needed for this project.

**393.2.1 Application Activity Report:** K. Weddle-West highlighted a few key sections of this report, noting that not all of the numbers were complete since not all programs have admitted students for the fall 2010 semester. She pointed out that our out-of-state numbers have increased since 2009. In order to prevent a long wait for students seeking readmission to the graduate school, all students in academic good standing will be automatically readmitted. K. Weddle-West recognized that not all programs will want to automatically readmit students and asked that she be informed of exactly which programs to exclude.

393.3 Discussion Items: NONE.

393.4 Old Business:

**393.4.1 Vote on appeals policy for credit by exam/course validation:** There was much debate among council members regarding a student’s right to appeal grades received through course validation and credit-by-examination. Due to time constraints, K. Weddle-West announced that we will postpone the official vote on this issue until our next meeting. She asked that all members carefully consider this issue before the vote.

There being no further business to discuss Dr. Weddle-West adjourned the meeting at 3:30