

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

MINUTES, Meeting 397

November 5, 2010

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

PRESENT: L. Bennett (CAS), J. Berman (PSYC), J. Phillips (ENGL), G. Emmert (CHEM), S. Utt (JOUR), E. Rakow (COE), L. Weiss (HSS), D. Hochstein (ENGR), R. Meier (CIVIL), A. Curry (BIOMED ENGR), D. Wark (AUSP), R. Koch (NURSING), D. Irwin (UNV. COLLEGE), K. Weddle-West (Graduate School), J. Brownlee (Graduate School)

ABSENT: J. Dhaliwal (FCBE; J. Amis, proxy), D. Sherrell (MKTG), M. Logan (CCFA), J. Page (MUSIC), K. Meyer (LEAD), K. Ward (SPH; L. Klesges, proxy), B. Park (Library), A. Mount (GSA), W. Jackson (Faculty Senate), T. Woodman (Graduate School)

GUESTS: John Amis, for FCBE; Lisa Klesges, for SPH

K. Weddle-West opened the meeting at 2:06 p.m. when a quorum was attained.

397.1 Approval of minutes: L. Bennett made a motion (2/ E. Rakow) to approve the minutes from meeting #396, held on November 5, 2010. The motion was carried by voice vote.

397.2 Announcements:

397.2.1: K. Weddle-West announced that volunteers are needed to serve on the Graduate Study Abroad Scholarship committee. She gave a brief review of the committee's history, thanking E. Rakow and L. Weiss for their hard work and service on this committee since its founding. It is important to encourage students to take advantage of the funds provided by the Graduate Study Abroad Scholarship, as the money comes from the student activity fees. Committee members are in a great position to be a good advocate for their program, department and college/school. J. Phillips and G. Emmert graciously agreed to serve on the Graduate Study Abroad Scholarship committee.

397.2.2: K. Weddle-West reminded the council that the GRE score scale will be changing soon and that we need to update the Graduate Catalog in preparation for this change. She requested that each department review their program's catalog text, specifically all sections regarding admission requirements and/or GRE standards. Any language that refers to a GRE score cut-off must be revised. She also asked members to check their departmental websites for any such language as well. K. Weddle-West urged the council to get these revisions completed and submitted to M. Kyle as soon as possible, in order to include them in our upcoming December Curricular Review. The College Directors are to distribute the more detailed instructions on this topic that they previously received from K. Weddle-West.

397.2.3: K. Weddle-West announced that she would like to develop a Strategic Planning Committee for the Graduate School in particular. The development and implementation of good plans is vital in order to achieve our goals of increasing graduate school enrollment and graduation rates. Reaching these goals is even more important now that we know funding will soon be based on enrollment and graduation rates. K. Weddle-West noted that the graduate school had success with this type of committee in 2004, which is why she would like to reform this committee once again. Bringing the various associate deans and university staff together will help us identify the best areas to use limited resources to facilitate growth and improve programs with long time-to-degree numbers.

397.3 Discussion Items:

397.3.1: K. Weddle-West informed the council that Allecia Powell and Meri Williams recently attended the College Directors meeting to discuss the potential of developing online applications for individual colleges/schools. Currently, there is a main Graduate School application that must be submitted, in addition to other specific departmental admissions requirements. The development of individual college/school online applications is in response to the need to reduce the number of students that accidentally bypass the main Graduate School application.

K. Weddle-West noted that there are many possible solutions to this problem. At this point in time we are simply trying to gather any ideas, questions, concerns, etc. to take back with us for further discussion with the IT team. Since there are so many different “pieces of the puzzle” to bring together, K. Weddle-West suggested that a committee be formed to help facilitate this process. S. Utt stated that it is important for the College of Communication and Fine Arts to have a representative on this committee. K. Weddle-West inquired about the possibility of Ken Kreitner serving on the committee. Council members that volunteered to serve on this committee are D. Irwin, R. Meier, and L. Weiss. K. Weddle-West instructed the council members to contact M. Kyle (marykyle@memphis.edu) if they would like to serve, or know of any other volunteers.

397.3.2: K. Weddle-West briefly reviewed the new Personal Potential Index (PPI) component of the revised GRE. She asked the council for any ideas on how to get people to begin using the PPI. It is not a required element of the GRE, but we would like for people to try it and see if it can provide any assistance in the admissions decision process. We need undergraduate students to be aware of this option and are searching for a good incentive to get a program to utilize and advocate the use of the PPI to students. It was suggested that the Social Work program try using the PPI. D. Irwin also requested that the University College be able to participate in the use of the PPI. K. Weddle-West asked the council to talk to the council committees within their colleges to get a feel for which programs want to use the PPI and which programs do not. We really want the faculty’s’ feedback on this topic. More detailed information on the PPI, and the revised GRE as a whole, can be located at: <http://ets.org/gre>

There being no old, new, or further business to discuss K. Weddle-West adjourned the meeting at 3:13 p.m.

Minutes respectfully submitted by Mary Kyle.