

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

MINUTES, Meeting 405

December 2, 2011

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

PRESENT: L. Bennett (CAS), J. Phillips (ENGL), W. Rushing (SOCIO), J. Amis (MGMT), M. Logan (CCFA), B. McKeown (ART), J. Page (MUSIC), E. Rakow (COE), K. Meyer (LEAD), L. Weiss (HSS), D. Hochstein (ENGR), A. Curry (BIOMED ENGR), R. Meier (CIVIL), D. Wark (AUSP), G. Shiba (NURSING), D. Irwin (UNV. COLLEGE), D. Gentry (SPH), A. Mount (GSA), B. Park (Library), L. Pivnick (Faculty Senate), K. Weddle-West (Graduate School), J. Brownlee (Graduate School), L. Griggs (Graduate Admissions)

ABSENT: G. Emmert (CHEM; proxy = L. Bennett), J. Dhaliwal (FCBE; proxy = J. Amis), B. Kettinger (MIS; proxy = J. Amis),

GUESTS: Michael Chisamore (CCFA)

K. Weddle-West opened the meeting at 2:03 p.m. when a quorum was attained.

405.1 Approval of minutes from meeting #404: L. Bennett moved (2/D. Wark) to approve the minutes from the meeting held on November 4, 2011. The motion was passed by voice vote.

405.2 Announcements:

405.2.1 Vietnam Education Foundation (VEF) Program announcements: This information was shared with the council members and distributed electronically.

405.2.2 Gainful Employment Report update: K. Weddle-West informed the UCGS that the Gainful Employment information was successfully submitted to the federal government. She was pleased to report 100% employment rates among graduate certificate program completers.

405.3 New Business:

405.3.1 Revised GRE Concordance Table- Discussion of Percentiles: K. Weddle-West discussed the relatively low percentiles for domestic students on the quantitative section of the GRE. She pointed out that these percentiles have always been relatively low (old and new tests). Please encourage your faculty to admit students who would have been admitted using the acceptable percentages from the old GRE test. Please refer to "Guidelines for the Use of GRE® Scores," available at <http://www.ets.org/gre/institutions/scores/guidelines/>. Also, do not combine quantitative and verbal scores because the two sections are weighted differently.

→ Vote on the 2012-2013 Curricular Revisions

K. Weddle-West announced that all course titles that exceed the 30 character maximum must be abbreviated in order to be entered into banner. Please change all course titles that contain

more than 30 characters (includes letters, symbols and spaces) so that they no longer exceed the limit. Submit the abbreviated course titles to M. Kyle (marykyle@memphis.edu) by Friday December 9, 2011.

405.3.4 College of Communication and Fine Arts:

M. Logan summarized the college's requests. E. Rakow identified several issues in the catalog changes submitted by the department of Architecture (CFA 2), specifically in the "Program Requirements" section. These issues were discussed and the catalog text was revised accordingly to resolve all of the problems. Revisions were also made to the "Retention" sections of the Communication catalog (CFA 13). The courses COMM 7993 (CFA 19), COMM 7994 (CFA 20), COMM 8993 (CFA 26), and COMM 8994 (CFA 27) were all tabled because they all use the same course title, "Special Problems." L. Weiss moved (2/E. Rakow) to approve the changes submitted by the College of Communication and Fine Arts with the discussed revisions and tabling of CFA 2, 19, 20, 26, and 27. The motion was passed by voice vote.

405.3.2 College of Art and Sciences:

L. Bennett summarized the college's requests. She noted that for all programs with catalog information about the TOEFL test, revised statements will be forthcoming in order to reflect recent changes made to the TOEFL. M. Logan moved (2/G. Shiba) to approve the changes submitted by the College of Art and Sciences with the discussed revisions about TOEFL. The motion was passed by voice vote.

405.3.3 College of Business and Economics:

J. Dhaliwal summarized the college's requests. In the revised catalog changes for the PhD program (BUS 2), the College of Business included text about doctoral entry GMAT/GPA requirements that referred to hard cut-offs for admission. This section of text was tabled, pending the revision of the language in the description so that no cut-offs are mentioned in the catalog. L. Bennett moved (2/J. Phillips) to approve the changes submitted by the College of Business and Economics with the exception of the tabled catalog. The motion was passed by voice vote.

405.3.5 College of Education:

E. Rakow summarized the college's requests. These 3 courses, EDPR 7563-8563, Applied Qualitative Theories and Methodologies (EDU 9), EDPR 7565-8565, Qualitative Methods and Analysis (EDU 10), and EDPR 7566-8566, Writing Up Qualitative Research (EDU 11), were tabled until E. Rakow and L. Bennett consulted to ensure no duplication of course content. D. Wark

moved (2/K. Meyer) to approve the changes submitted by College of Education. The motion was passed by voice vote.

405.3.6 College of Engineering:

D. Hochstein summarized the college's requests. J. Amis moved (2/E. Rakow) to approve the changes submitted by the College of Engineering. The motion was passed by voice vote.

405.3.7 School of Communication Sciences and Disorders:

D. Wark summarized the school's requests. G. Shiba moved (2/E. Rakow) to approve the changes submitted by the School of Communication Sciences and Disorders. The motion was passed by voice vote.

405.3.8 School of Nursing:

G. Shiba summarized the school's requests. There was some discussion about the requests to close four 6000 level nursing courses (NURS 3, 4, 5, and 6). E. Rakow noted that while the courses may not count for credit they qualify students for financial aid and perhaps should not be closed. Thus, the request to close each of these courses was tabled pending further discussion about whether or not the courses ought to be closed E. Rakow moved (2/K. Meyer) to approve the changes submitted by the School of Nursing with the exception of the tabled courses, NURS 6110, NURS 6120, NURS 6317, and NURS 6327. The motion was passed by voice vote.

405.3.9 School of Public Health:

D. Gentry summarized the school's requests. J. Amis moved (2/K. Meyer) to approve the changes submitted by the School of Public Health. The motion was passed by voice vote.

405.3.10 University College:

D. Irwin summarized the college's requests, agreeing to provide more detailed course descriptions for UNIV 7002, Seminar in University Studies (UC2) and UNIV 7003-5, Special Topics (UC 3). L. Weiss moved (2/K. Meyer) to approve the changes submitted by the University College. The motion was passed by voice vote.

There being no further business to address K. Weddle-West adjourned the meeting at 4:10p.m.

Minutes respectfully submitted by Mary Kyle.