

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

MINUTES, Meeting 409

September 7, 2012

2:00 p.m., 340A University Center

PRESENT: G. Emmert (CHEM), M. B. Mader (PHIL), J. Amis (MGMT), M. Logan (CCFA), B. McKeown (ART), T. Shiu (MUSIC), E. Rakow (CEHHS), J. Byford (ICL), L. Weiss (HSS), D. Hochstein (ENGINEERING), A. Curry (BIOMED), R. Meier (CIVL), G. Shiba (NURSING), D. Irwin (UNIV. COLLEGE), D. Gentry (SPH), J. Berman (FACULTY SENATE), B. Park (Library), K. Weddle-West (Graduate School)

ABSENT: L. Bennett (CAS; proxy = G. Emmert), W. Rushing (SOCL), J. Dhaliwal (FCBE; proxy = J. Amis), B. Kettinger (MIS; proxy = J. Amis), D. Wark (SCSD), N. Henry (GSA), J. Brownlee (Graduate School), and L. Griggs (Graduate Admissions)

GUESTS:

K. Weddle-West opened the meeting at 2:04 p.m. when a quorum was attained.

409.2.1: All council members, new and old, introduced themselves in order to help the group get acquainted with one another.

409.1: E. Rakow moved (2/G. Emmert) to approve the minutes from meeting #408, held May 4, 2012. The motion was carried by voice vote and the minutes were approved.

409.2.2: The 2012-2013 U.C.G.S. meeting schedule was distributed.

409.2.3: K. Weddle-West announced that the 2012-2013 Graduate School Calendar is now available online. The URL link was provided to the members.

409.2.4: The Graduate School Memo regarding curricular revisions was distributed.

409.2.6: K. Weddle-West reviewed the Graduate Enrollment statistics for the Fall 2012 semester. She noted that graduate enrollment has decreased worldwide for several reasons, particularly the current economic recession. Our graduation rate has increased, which is very good news since the TBR funding formula places such a large emphasis on this factor. There was some discussion about current methods to boost enrollment. We will continue to focus on this issue and come up with strategies, plans, and changes to be made in order to increase enrollment.

409.2.7: Federal Law regarding graduate students ineligibility for subsidized loans, effective 2012-2013 financial aid year was addressed during the previous announcement.

409.2.8: K. Weddle-West announced that there is a new process for filing Intent to Graduate that will begin with Spring 2013 graduation. She noted that Michelle Stout will send an email blast around December 1, 2012 to students and the UCGS members notifying them about the new process. Another email blast will be sent in January. The

emails will be sent to the council members so they can assist in increasing students' awareness of the new process.

409.2.5: Information about Graduate Scholarships and Fellowships was distributed in hardcopy. The information is also available at the follow URL address: www.memphis.edu/gradschool/ga_awards_fellowships/gainfo.php.

409.2.9: K. Weddle-West announced that the University of Memphis Graduate School received the ETS Personal Potential Index (PPI) Grant. The grant will provide each participating program with a Graduate Assistant.

409.2.10: K. Weddle-West announced the GRE Score Select policy, which allowed students to choose which scores to submit with their application. Students can only select the highest cumulative score.

409.2.11: K. Weddle-West informed the council that the Out-of-State Tuition Waiver for students enrolled in Dissertation/Thesis hours only form needs to be updated in order to address the statement, "No longer live in Tennessee." We will continue discussing this issue in the future.

409.2.12: K. Weddle-West announced that the process of the Alumni Association Distinguished Research, Creative Achievement and Excellence in Engaged Scholarship Awards is being updated. Debra Cummings has informed us that the number of applicants for these awards has decreased. Therefore the council is encouraged to remind and encourage people to participate.

409.3.1: We need to set dates to hold Matrix training workshops for new Graduate Coordinators and other departmental/program staff who manage applications. K. Weddle-West asked that the council discuss the best dates with their departments, then report back to their College Directors.

409.3.2: K. Weddle-West informed the council that there will be a Graduate Recruitment Fair at the Lambuth campus this year. It will be held on one of the following four dates: October 23rd, 24th, 30th, or 31st. Please ask your staff members, including G.A.s, if they can attend this event in Jackson, Tennessee. Also, discuss with them which of these four dates is most suitable, and then report back to your College Directors.

409.3.3: There will be two on-campus Graduate Recruitment Fairs this year. One will be during the fall semester and the other during the spring semester. More information will be provided once it is available.

409.5.1: K. Weddle-West informed the council that we are going to reconstitute the Growing Graduate Enrollment Committee. The College Directors, as well as several other key people will serve on this committee. Membership is still being determined.

409.5.2: The research for the Centennial of Graduate School booklet is finished. This booklet will be made to illustrate the history of the Graduate School. We are working with the Development Office to use this booklet as a fundraising tool.

There being no further business to discuss the meeting was adjourned at 2:58 p.m.