

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

MINUTES, Meeting 429

September 4 2015

2:00 p.m., 260 University Center

PRESENT: R. Kreuz (CAS), R. Dupont (CJUS), G. Emmert (CHEM), Q. Chu (FIR), A. Okunade (ECON), M. Logan (CCFA), T. de Velasco (COMM), G. Myatt (ART), J. Byford (ICL), D. Strohmer (CEPR), R. Meier (CIVL), C. Preza (EECE), L. Weiss (SHS), S. Lee (NURSE), G. Shiba (NURSE), M. Levy (SPH), K. Sisson (UCOLL). J. Berman (FS), K. DUCKETT (GSA), J. Dhaliwal (Graduate School), J. Kierulff (Graduate School)

ABSENT: J. Scraba (ENGL)(proxy: R. Kreuz), L. Brooks (FCBE), V. Morris (EDU), W. Haggard (ENGR)(proxy: C. Preza), D. WARK (SCSD), B. Akey (UCOLL)(proxy: K. Sisson),

GUESTS: Susan Neely-Barnes, Interdisciplinary Graduate Studies Task Force

J. Dhaliwal opened the meeting at 2:03 p.m. when a quorum was attained.

429.2: The members of the UCGS introduced themselves. Jasbir informed new members of the proxy vote procedure and the open meetings policy. He implored the members to help get the message out to the community that we are the largest Graduate School in the region and TBR system.

429.4: Susan-Neely Barnes presented the council with the recommendations of the Interdisciplinary Graduate School Task Force. There was much discussion surrounding each of the six recommendations. M. Levy moved (2/A. Okunade) to vote on these recommendations at the next UCGS meeting.

429.3: K. Duckett, President of the Graduate Student Association (GSA), introduced herself to the council. She informed the council that the GSA needs two representatives from each college and school to serve and attend all monthly meetings. If not all of these representatives are elected at the first meeting K. Duckett will reach out to the College Directors for volunteers. She also informed the council that the GSA has received an increase in travel funding. K. Duckett asked the council to help distribute tis good news, as many students do not know travel funding is available.

429.1: G. Emmert moved (2/ M. Logan) moved to approve the minutes from meeting #428, held on May 4, 2015. The motion was carried by voice vote.

429.5: M. Kyle announced that hardcopies of the 2015-2016 UCGS Schedule of meetings are available on the table in the back of the room. She noted that outlook invitations for these meetings will be sent soon.

429.6: M. Kyle showed the council where to find the Graduate School calendar online.

429.7: J. Dhaliwal announced that the Graduate School Office will be moving to the second floor of the FedEx Institute of Technology within the next month.

429.8: R. Kreuz presented the council with the findings of the Electronic Thesis/Dissertation Task Force. There was much discussion surrounding the findings and recommendations of the task force. J. Dhaliwal asked the council to consider these recommendations carefully and come prepared to vote on them at the next UCGS meeting.

429.9: G. Emmert moved (2/ A. Okunade) to approve the proposed course, SCMS 7314. The motion was approved by voice vote.

429.10: L. Weiss moved (2/G. Emmert) to approve the proposed certificate in School Library Information Specialists. The motion was approved by voice vote.

429.12: J. Dhaliwal informed the council that there is a need to modernize the front end of the application process. It is time to get into customer relationship management. Therefore the Graduate School is looking into implementing Decision Desk. J. Kierulff noted the many disadvantages of the current banner application system, while highlighting how Decision Desk would help rectify these problems.

429.13: J. Dhaliwal informed the council that the Graduate School is automating the Graduate Faculty Status Application process. Currently there is a lot of paper involved, which can lead to problems. J. Dhaliwal also suggested that the individual colleges and schools should approve these applications and maintain their own faculty lists. Once the current system is automated then the council can discuss decentralizing the process.

429.14: J. Dhaliwal provided the council with an enrollment update. He noted that while undergraduate and law school admissions are down, graduate school admissions remain steady. He commended the College of Education for bringing their numbers back up.

429.15: J. Dhaliwal discussed the promotion of graduate certificate programs. He noted that our enrollment numbers are up, but we need to do more because many are close to being on the TBR low producing list.

429.16: J. Dhaliwal reminded the council that if they want to require the evaluation of credentials for international applicants they must post this information on their departmental websites and their Graduate Catalog page.

429.17: J. Kierulff informed the council that the Graduate School will continue to offer graduate program leader training. He requested that the council email him with their best practices. He announced that the schedule of the training sessions will be forthcoming.

429.18: J. Dhaliwal announced that the Fall 2015 Graduate School Recruitment Fair will be held September 22, 2015 from 3:00 PM until 7:00 PM in the University Center Ballroom. M. Kyle noted that dinner will be served to all table staffers.

429.19: J. Dhaliwal asked the council to let him know who is currently purchasing the GRE Search Service.

429.20: R. Meier moved (2/M. Levy) to approve the changes to the UCGS By-Laws in order to include the new School of Health Studies. The motion was carried by voice vote.

429.21: M. Kyle informed the council that the deadline for curricular revisions to be submitted to the Graduate School is October 16, 2015. She noted that due to changes in TBR policy some catalog changes will now require TBR paperwork. She implored the council to pay close attention when making catalog changes to ensure all appropriate paperwork is submitted.

There being no further business to discuss the meeting was adjourned at 4:03 p.m.

Minutes respectfully submitted by Mary Kyle.