

## UNIVERSITY COUNCIL FOR GRADUATE STUDIES

MINUTES, Meeting 434

March 4, 2016

2:00 p.m., 260 University Center

PRESENT: R. Kreuz (CAS), L. Brooks (FCBE), A. Okunade (FCBE), M. Logan (CCFA), T. de Velasco (CCFA), G. Myatt (CCFA), S. Lease (EDU), J. Byford (EDU), Y. Hsueh (EDU), C. Preza (ENGR), R Meier (ENGR), D. Wark (SCSD), L. Weiss (SHS), G. Shiba (NURSE), B. Akey (UCOLL), J. Berman (FS), K. Duckett (GSA), J. Dhaliwal (Graduate School), J. Kierulff (Graduate School)

ABSENT: G Emmert (CAS)(R. Kreuz), Jeffrey Scraba (CAS)(R. Kreuz), Q. Chu (FCBE)(L. Brooks), W. Haggard (ENGR)(R Meier), M. Levy (SPH)(M. Logan), K. Sisson (UCOLL)(W. Akey), S. Lee (NURSE)(G. Shiba)

GUESTS: N. Rice (EDU), T. Robinson (CITL), W. Hunter (EDU), B. McCarty (CAS), J. Gurney (SPH)

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J. Dhaliwal opened the meeting at 2:04 p.m. when a quorum was attained. Graduate school shirt distribution was announced. J. Dhaliwal thanked all UCGS members for the hard work they do.

434.1: A motion for accepting the previous minutes was raised. It was noted Dr. Yeh Hsueh is not a visitor and that the minutes need to be changed to reflect this. The motion for the minutes was re-introduced to the Council. R. Meier moved (2/A. Okunade) to approve the minutes from the last UCGS meeting held February 5, 2016. The motion was carried noting the update above.

434.2: Experiential learning and prior learning assessment was discussed. To understand concepts and what is going on nationally, Ms. Tracy Robinson (Director of Innovative Academic Initiatives at the University's Center for Innovative Teaching and Learning) was brought in as a guest to explain.

Each department must look into experiential learning credits for their own programs. This area is not managed by the Graduate School. (A moment was taken to introduce and welcome Dr. William Hunter, ICL.) The Center for Innovative Technology & Learning assists with the provision of credit for prior learning through their Experimental Learning Center (ELC). These credits apply to both graduate and undergraduate students. ELC has been in the graduate space for two to three years. Learning experiences are to be validated. What is

actually learned by the student is to receive attention in the course of evaluation. A "Pre-Assessed Portfolio Route" to credit was discussed. In this case, a student has a license or certification. The student is to work with their department faculty to have the portfolio assessed for credit. Leadership Memphis was provided as an example. Three credit hours were offered in this case.

The fee for experiential learning credit is \$100 per credit hour. Credits earned are placed on transcripts with an "S" grade. There is no GPA impact. A transcript example was handed out. Evaluation of experiential learning is a faculty responsibility. Stipends are given to faculty to encourage their participation.

Portfolio courses are an option. A student progresses through seven modules in a portfolio course. A student's portfolio is given to their department. A student provides a presentation of their portfolio where feedback is given to the student. Faculty will determine course equivalence and number of credits earned.

There is marketing value to offering experiential learning. It can be a recruiting aid. Departments may request to have Ms. Robinson's department work with experiential learning committees or with an individual point of contact within a given department.

J. Dhaliwal noted that departments have flexibility to determine which courses can have ELC applied. The key is that evaluations are conducted by faculty and stipends are given to faculty for their efforts. Y. Hsueh asked for an example. Students were offered three credit hours for work completed at the Church Health Center. J. Dhaliwal noted that departments are encouraged to have Ms. Robinson visit with their staff to provide more information.

434.3: Dr. Ben McCarty was introduced to discuss a certificate in mathematics. B. McCarty stated the certificate is geared toward high school teachers. No new courses need to be developed for this certificate. R. Meier moved (2/L. Weiss) to approve the proposal for a new graduate certificate in mathematics. The Council unanimously voted in favor of the certificate.

434.4: Dr. Dewaine Rice discussed a proposal to change the Counseling EdD degree to a PhD. The EdD practitioner degree is for professors and supervisors. It is currently low producing. D. Rice noted that Dr. Tristan Denley stated a move to a PhD will increase enrollments. The EdD degree is "going out of style". Few Universities are offering it. The EdD degree is recognized in academia but it is not as widely identified within clinical mental health circles. It was noted that accrediting bodies involved in this area are changing from a practitioner to more of a research focus.

Open discussion on the EdD to PhD proposal began. A. Okunade asked when this change over can start. D. Rice noted this Fall. Current graduate students will be going to the EdD. Only a slight change is needed in the curriculum (more research). The Council unanimously voted to support the change.

434.5: A proposal for a certificate in Multi-Tiered Systems of Support was discussed. It was noted special education law, emotional disturbance and learning disabilities need to be given greater attention. M. Logan asked for a definition of "multi-tiered systems". J. Dhaliwal noted the semantic meaning of the title. The name is common language used within education circles for this subject area. It was determined to use the operational definition. D. Wark asked if the certificate is sustainable. W. Hunter responded that for intervention the government recognizes that such skills are mandatory. Given this, he believes the market is supportive. Estimates were provided of ten students per course at the graduate level. J. Dhaliwal noted that letters in back of the written proposal provide more details with respect to support. The Council voted unanimously to support the certificate.

434.6: J. Dhaliwal noted an email vote was conducted for the Certificate in Faith and Health after additional information was submitted to the Council for decision making. The result was 16 in favor, three abstentions. The certificate was approved.

434.7: J. Dhaliwal noted that UNIV7700 has been withdrawn. The Provost decided against moving forward with this course.

434.8: J. Dhaliwal introduced M. Logan to discuss Graduate Education Week. M. Logan noted that few students presented at the graduate level. Many more presented at the undergraduate level. She recommends clarifying the student nomination process and to begin the selection process earlier. She also recommends sending out special invitations to the Shelby County delegation to draw more attention to the event.

Jasbir noted it is the duty of Council members to educate our legislators about graduate education. L. Weiss ask if other Universities did something notable and different. M. Logan noted that the UofM had the best presentation. UofM students were better prepared.

J. Dhaliwal noted that every school should write to the delegation for next year. He will be the next president of the TCGS. He will set up a dinner for new legislatures to discuss the value of graduate education. Council members can let J. Dhaliwal know if they wish to go to Graduate Education Week next year.

434.9: J. Dhaliwal discussed the Spring Recruitment Fair. This Fair drew in more students than the previous spring. The Fall event is the larger of the two recruitment fairs. J. Dhaliwal thanked the Council for their support.

434.10: J. Dhaliwal discussed the Student Research Forum. Applications are due Monday. The deadline was extended by 1 week. He asked the Council to help encourage students to participate.

Next April the University will host the National Undergraduate Conference. Corporations will be invited to come, set up tables and recruit students.

L. Weiss inquired about the status of the student research forum. J. Dhaliwal noted the need for judges. He suggested encouraging junior faculty to come. The alumni are also a good source for judges. M. Logan noted the hours she spent at the previous forum were enjoyable. Participation is a service opportunity. J. Dhaliwal noted lunch is provided. R. Meier asked who the names of judges should be sent to. Names of volunteer judges should be sent to Dr. James Kierulff.

J. Dhaliwal noted the necessity of changing perceptions about graduate education. Undergraduates do not know we have a strong graduate school. A. Okunade suggested that a physical display of graduate program information can be placed in the University Center. J. Dhaliwal acknowledged the idea, noting that programs can be rotated in and out of the display. J. Dhaliwal noted that videos of graduate students are in the FedEx building. The videos can be sent to the University Center. Videos of ranked programs can be featured.

434.11: J. Kierulff noted the next professional development speaker will be Dr. Paul Green who will discuss the new job market for graduate students. T. De Velasco requested to have program leaders included in announcements about professional development seminar offerings to students. J. Kierulff thanked T. De Velasco for the suggestion and noted program leaders will be included.

434.12: J. Kierulff noted that the RFP for the new application system was closed. Good vendors have responded. J. Dhaliwal noted the need for the support of all program leaders to bring in the system correctly. He noted that the system will be ready for use in the next recruitment cycle. M. Logan asked when the system is anticipated to be in. J. Dhaliwal stated he anticipates this summer with training to follow.

434.13: J. Dhaliwal noted that scholarship applications are due this month. He asked the Council to please encourage students to apply.

434.14: GPA and entrance exam test score cut-offs for applicants were discussed. J. Dhaliwal noted that in some cases a student's GPA may be lower than a 3.0 but the GRE score may be very high. In this case, departments are encouraged to email J. Dhaliwal with an exception request with justification. D. Wark asked if the DRF is still the vehicle for processing the exception. J. Dhaliwal stated that it is. A. De Velasco noted a memo can be written in the DRF comments box. J. Dhaliwal noted Graduate School rules with respect to admissions are being kept to a minimum to help departments set standards. The Graduate School can come out to discuss this and other topics such as the graduate catalog changes.

434.15: J. Dhaliwal noted that the term "Yield" refers to the percent of students who enroll after being admitted. J. Dhaliwal noted the need to stay in touch with students after they have been admitted in order to keep them encouraged to attend their graduate program of choice. It is easier to keep in touch than to find new applicants. Council members are encouraged to work with their graduate coordinators, asking them what they are doing to stay in touch with newly admitted students. J. Dhaliwal suggested that coordinators forward "This Week" emails to admitted students. Contacting newly admitted students can be conducted once per week.

D. Wark noted that as soon as a student is accepted an advisor should be assigned to them. The advisor can start contact. J. Dhaliwal suggested that, over the summer, departments can create structured programs for reaching out to newly admitted students.

434.16: J. Dhaliwal provided an update regarding the status of Recruitment Agents. Three agents have been contracted. 100 paying international students can represent \$1 million in revenue. L. Weiss asked what programs they are interested in. J. Dhaliwal stated we are currently building our knowledge base in this area. 100 students from Mexico have been promised by one agent. A company based in Tennessee is being contacted to find students in China. If Council members know agents in their disciplines they are encouraged to let J. Dhaliwal know. The University of Cincinnati is a good example of a University with a number of contracted recruitment firms. Please note the following: <https://www.uc.edu/webapps/ucosmic/reps/default.aspx>

434.17: J. Dhaliwal asked for volunteers for the Subcommittee on Faculty Senate Representation on the UCGS. D. Wark volunteered.

434.18: J. Dhaliwal suggested a paragraph is to be added to dissertation and thesis committee policy, noting the addition of emeritus faculty. Emeritus faculty

are not frequently on these committees. Requests should be handled on an individual basis. M. Logan was encouraged to create policy text.

434.19: Council members who did not pick up a shirt on their way into the meeting were encouraged to do so as the meeting concluded.

There being no further business to discuss the meeting was adjourned at 3:38 p.m.

Minutes respectfully submitted by J. Kierulff.