

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

Minutes, Meeting 443

September 8, 2017

2:00 p.m., 261 University Center

PRESENT: R. Kreuz (CAS), D. Peksen (POLS), J. Scraba (ENGL), T. Miller (FCBE), A. Hussey (ECON), A. Okunade (ECON), M. Logan (CCFA), J. Goldsmith (COMM), E. Rakow (EDU), L. MacGillivray (ICL), D. Strohmer (CEPR), R. Meier (ENGR), A. Curry (BIOM), A. Robinson (EECE), S. Lee (NURS), Brad Harrell (NURS), T. Ryan (KWS), L. Mendel (SCSD), L. Weiss (SHS), M. Levy (SPH), C. Chapell (U. COLL), J. Berman (FS), H. Mahbubul (GSA), J. Dhaliwal (GS), R. Poston (GS), J. Kierulff (GS), L. Griggs (GS).

ABSENT: H. Kurtz (CHEM), S. Brown (THEA), J. Gikas (U. COLL).

GUESTS:

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

443.1: C. Chapell moved (2/ A. Okunade) to approve the minutes from the last UCGS meeting held on May 5, 2017. The motion was carried by a show of hands.

443.2: All Council members introduced themselves. J. Dhaliwal introduced Graduate School staff including Dr. Robin Poston (the newly appointed Associate Dean in the Graduate School – interim).

443.3: J. Dhaliwal introduced the new GSA (Graduate Student Association) President, Mr. Hasan Mahbubul. H. Mahbubul noted the need for additional College Representatives to be part of the GSA. Representatives are still needed from SCSD, SHS, Law, Nursing and KWS. H. Mahbubul's email is mhasan1@memphis.edu. Departments from the above college/schools can send College Representative recommendations directly to H. Mahbubul.

443.4: J. Kierulff briefly presented the Graduate School calendar (<http://www.memphis.edu/gradschool/calendar.php>). Important deadlines for graduation, GA eContracts, scholarships, etc. can be found in the Graduate School calendar.

443.5: J. Dhaliwal directed the Council's attention to the UCGS Schedule of meetings. The November 7th and 8th meetings are of particular importance for all UCGS Council Members to attend given curriculum triage will be conducted during those dates.

443.6: J. Dhaliwal presented enrollment management updates. He noted that only 30% of University funding comes from the State. Tuition is the primary source of income for the University. An increase in students results in more funding for departments according to the SRI model. A decrease in students results in less funding for departments. The OIR Enrollment Dashboard was reviewed by J. Dhaliwal. J. Dhaliwal noted the Dashboard provides a chart of enrollment status which supplies enrollment numbers by program for the current and previous years. If a department's enrollment numbers are declining,

program leaders are encouraged to contact the Graduate School for assistance. Dashboard questions can be sent to J. Dhaliwal or R. Poston. The Dashboard can be accessed from home through the University's VPN. VPN instructions can be found here: <http://www.memphis.edu/umtech/solutions/vpn.php>.

443.7: J. Dhaliwal discussed the coming Graduate School Information Fair. Council members were asked to contact Mary Kyle with the names of table staffers. A second event will take place on the 13th for those who could not attend the first event.

443.8: J. Kierulff provided a status update of the Decision Desk roll-out. FCBE is scheduled to come online in less than two weeks. Meetings will be scheduled with key CCFA staff to discuss their application desks.

443.9: J. Dhaliwal noted that graduate certificates and new concentrations can be approved locally. THEC will only need to be informed. As in previous years, dates and deadlines for the curricula review process will be maintained for use with the new Board. If you have questions regarding curricula related forms, please contact R. Poston, M. Kyle or J. Dhaliwal.

443.10: R. Poston discussed Acalog roll-out status. The current catalog has been released. Council members are encouraged to review their catalog content and contact M. Kyle with comments. Curriculog will be implemented next year. With the implementation of Curriculog, the curricula review process will be paperless.

443.11: J. Dhaliwal announced R. Poston will be chairing the GPA Policy Revision Subcommittee. Academic Fresh Start will also be investigated by the Subcommittee. Council members who wish to volunteer for the Subcommittee are encouraged to contact R. Poston (rposton@memphis.edu).

443.12: J. Dhaliwal brought up an amendment to the UCGS bylaws. This amendment will set the Graduate School Associate Dean as an ex-officio member of the UCGS. J. Dhaliwal noted a two-thirds majority vote is needed to enable the amendment. S. Lee requested that the title of the Associate Dean position should be, formally, "Associate Dean of Graduate Studies". The motion to amend the bylaws was approved with no reject votes or abstentions.

443.13: The Graduate School will not need to receive grade change forms. These forms can go to the Registrar's office straight from the respective college or school. There is little to no value added from the Graduate School's review of these forms. Direct submission of these forms to the Registrar's Office represents a gain in efficiency.

443.14: J. Dhaliwal discussed priorities for the 2017_18 academic year:

- a. Catalog flexibility is encouraged. Departments can work across colleges to build and strengthen interdisciplinary programs. More students are looking for academic breadth and combined disciplines. Directors are encouraged to work together in this area.
- b. Strategic enrollment management is still a priority. Enrollments are stronger given colleges and schools are engaging students better and faster. This year's 1.5% increase in enrollments represents healthy growth.

- c. An increase in ranked Graduate programs is sought. Program leaders are encouraged to speak with their respective Deans about having their programs ranked. The current goal is to have 20 ranked graduate programs at the University during this academic year
- d. The University is working toward Carnegie I status. The legislature needs to know about UofM accomplishments such as eight new projects and ten new patents. State research funds will be given to the University of Memphis depending on University program rankings.

443:15: E. Rakow noted cross-college communication and interaction was strong from the 1970s into the 1990s. Students could more easily obtain a number of credit hours from other departments during that time period. Afterward, students found difficulty obtaining courses in other colleges they can use. Now it appears the University is moving back to being more open in this regard.

J. Berman noted that a separate graduation ceremony in Rose Theatre did not go forward. Jeff believes a separate ceremony is still a good idea. J. Dhaliwal noted the Fed Ex Forum event is seen as way to increase visibility in the community, yet the size of the ceremony is too large and takes much time. Discussions were leaning toward having three ceremonies. Decision makers believed the first generation student can be inspired by the hooding of PhD peers. A separate ceremony for PhD's has value. PhDs can be treated specially. He will bring this issue up to the President and Provost.

There being no further business to discuss the meeting was adjourned at 3:10 p.m.

Minutes respectfully submitted by J. Kierulff.