

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

Minutes, Meeting 444

October 6, 2017

2:00 p.m., 261 University Center

PRESENT: R. Kreuz (CAS), , D. Peksen (POLs), C. Pierce (FCBE), A. Hussey (ECON), A. Okunade (ECON), M. Logan (CCFA), S. Brown (THEA), J. Goldsmith (COMM), E. Rakow (EDU), L. MacGillivray (ICL), R. Meier (ENGR), A. Curry (BIOM), A. Robinson (EECE), S. Lee (NURS), , T. Ryan (KWS), L. Mendel (SCSD), L. Weiss (SHS), M. Levy (SPH), J. Gikas (U. COLL), J. Berman (FS), H. Mahbul (GSA), J. Dhaliwal (GS), R. Poston (GS), J. Kierulff (GS), L. Griggs (GS).

ABSENT: H. Kurtz (CHEM)(proxy=R. Kreuz); J. Scraba (ENGL)(proxy=R. Kreuz), D. Strohmer (CEPR), Brad Harrell (NURS), C. Chapell (U. COLL)(proxy=J. Gikas),

GUESTS: Peter Letsou, Law School; Teresa Richardson, Nursing

J. Dhaliwal opened the meeting at 2:06 p.m. when a quorum was attained.

444.1: R. Meier moved (2/ E. Rakow) to approve the minutes from the last UCGS meeting held on September 8, 2017. The motion was carried by a show of hands.

444.2: L. Griggs informed the council that enrollments are up this year. He noted that he has been reaching out to departments to help grow enrollments, specifically those with a decline in enrollments. J. Dhaliwal noted that the data showed that we are processing more applications faster than we have in previous years.

444.3: J. Dhaliwal spoke at length about Decision Desk before the meeting began. To summarize, the Graduate School has frozen the implementation of Decision Desk. It is imperative that all departments make sure their websites do not point applicants toward a decision desk application. For the time being all applications should be submitted through banner. However, the Graduate School is devoted to modernizing the application process.

444.4: J. Dhaliwal reminded the council that all curricular revisions are due to M. Kyle by October 24, 2017. The memo with instructions for submitting curricular revisions was distributed at the last meeting. To maintain the culture of revising curriculum the annual curricular cycle will remain in place. However, certain things like certificates and concentrations can be approved by the UCGS anytime.

444.5: M. Kyle provided the council with an update regarding Acalog, the new catalog management software. She informed the council the 2017-2018 graduate catalog is online, and being edited for corrections. She asked the council to have their departments review their catalog pages for any corrections that need to be made. J. Dhaliwal reiterated the importance of each department reviewing their catalog entries, as the catalog is our contract with the student.

444.6: J. Dhaliwal informed the council that Ms. Michelle Stout, the Graduate Analyst for the Graduate School, is retiring at the end of October. The Graduate School is currently making progress in its search for someone to fill the position. J. Dhaliwal noted that he hopes to modernize the position.

444.7: M. Kyle informed the council that over 300 people attended the Fall Graduate School Information Fair. An attendee list separated by program will be distributed to each department. She thanked the council for their help making the event a success.

444.8: R. Poston informed the council that there are over forty graduate certificate programs on campus. The Graduate School is trying to educate the public on what a graduate certificate is and how it works using billboards and digital media tactics. A. Okunade asked how many hours of a certificate program can be counted toward a Master's degree. J. Kierulff informed him that fifteen hours can be applied toward a Master's degree. J. Dhaliwal encouraged the council to contact certificate completers to tell them they can count fifteen hours toward a Master's degree. He also noted that THEC approval is not necessary to create a new certificate.

444.9: R. Poston informed the council that the Tennessee Conference on Graduate Schools (TCGS) met on September 28, 2017 at Middle Tennessee State University. At this meeting graduate schools from across the state meet to discuss best practices and share information. R. Poston noted that the Master's Thesis Award deadline for nominations is December 1, 2017. J. Dhaliwal reminded the council that the TCGS commissioned a study on the impact of graduate education in the state of Tennessee. The TCGS is using this report to advocate the legislature to invest more in research and graduate education.

T. Ryan inquired about the status of the GPA policy revision. J. Dhaliwal responded that a task force has been created to implement this change in policy. An update will be provided at the next meeting.

There being no further business to discuss the meeting was adjourned at 2:34 p.m.

Minutes respectfully submitted by M. Kyle.