

## UNIVERSITY COUNCIL FOR GRADUATE STUDIES

Minutes, Meeting 451

September 7, 2018

2:00 p.m., 261 University Center

**PRESENT:**R. Kreuz (CAS), H. Kurtz (CHEM), A. Hussey (ECON), R. Fisher (CCFA), S. Brown (THEA), J. Goldsmith (COMM), A. Hall (EDU), L. MacGillivray (ICL), S. Nordstrom (CEPR), R. Meier (ENGR), A. Robinson (EECE), S. Lee (NURS), Brad Harrell (NURS), R. Fuller (KWS), L. Mendel (SCSD), L. Weiss (SHS), M. Levy (SPH), J. Gikas (U. COLL), C. Chapell (U. COLL), H. Mahbulbul (GSA), R. Poston (GS), J. Kierulff (GS), L. Griggs (GS).

**ABSENT:** D. Peksen (POLS)(proxy = R. Kreuz), J. Scraba (ENGL)(proxy = R. Kreuz), A. Curry (BIOM)(proxy = R. Meier), C. Pierce (FCBE)(proxy = A. Hussey)

**GUESTS:** Dr. Belinda Fleming (FNP Program Director);

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R. Poston opened the meeting at 2:04 p.m. when a quorum was attained. She provided the council with an enrollment update. As of September 7, 2018, graduate enrollment is up 3.2%. Compared to this time last year there are 155 additional graduate students enrolled. R. Poston also noted that our graduate student body is roughly twice the size of the Ole Miss and MTSU graduate student bodies. She then thanked the council for their hard work on increasing enrollments.

**451.1:** C. Chapell moved (2/ L. Weiss) to approve the minutes from meeting #450, held on May 4, 2018. The motion was carried by voice vote.

**451.2:** R. Poston asked new members and visitors to introduce themselves.

**451.3:** M. Hasan introduced himself to the council and spoke about the various activities of the Graduate Student Association (GSA). He thanked the College Directors for their help finding members for the executive board and other committees. This year the GSA is holding elections for various positions. M. Hasan asked the council to encourage their graduate students to get involved in this process. R. Poston noted the importance of the GSA and their activities on campus, voicing the concerns of the entire graduate student body.

**451.4:** M. Hasan spoke about the Professional Development Seminars that the GSA is hosting. He also showed the council the stole that can be earned by attending five professional development seminars or thesis/dissertation workshops. R. Poston informed the council that Graduation Analyst, Jennifer Beech, is hosting thesis/dissertation workshops.

**451.5:** R. Poston reminded the council to review the Graduate School calendar for upcoming important deadlines.

**451.6:** R. Poston announced the Graduate School Information Fair will be held on September 27, 2018. She noted that we are reaching out to alumni directly this year, as well as

advertising on Facebook, Instagram, and LinkedIn. There will also be multiple emails disseminated by the Provost Office. Also, the Graduate School will host in house information sessions on October 3, 2018 for those that cannot attend the fair.

**451.7:** R. Poston announced that the 2018-2019 UCGS has been distributed. She noted that the October and December meetings will not be held on the first Friday of the month. It was agreed to that the October 12, 2018 meeting will begin at 2:30 PM.

**451.8:** S. Lee presented the council with new NURS courses associated with the recently approved Nursing PhD program. L. Weiss moved (2/C. Chapell) to approve the courses. The motion was carried by voice vote.

**451.9:** L. Weiss presented the council with a proposal for a new PhD in Health Sciences. He provided some background information on the proposal. M. Levy moved (2/L. Mendel) to approve the proposal. The motion was carried by voice vote.

**451.10:** R. Poston informed the council that a task force met over the summer to evaluate the Graduate Faculty Status guidelines. R. Meier was charged with stream lining guidelines for graduate faculty status. He summarized the changes by informing the council that they tweaked the language, so it is consistent throughout. The task force also recommends eliminating the Adjunct-Teaching Status, as it is not necessary. R. Poston informed the council that the task force doesn't want to stop here with the changes. Therefore, there will be a standing committee to review the Graduate Faculty Status Guidelines. J. Gikas volunteered to serve on this committee. R. Fisher moved (2/R. Meier) to approve the recommended changes to the Graduate Faculty Status Guidelines. The motion was carried by voice vote.

**451.11:** R. Poston informed the council that in the Graduate Faculty Status Guidelines the post-retirement program is referenced to allow retiring faculty to remain serving on thesis/dissertation committees. The post-retirement plan is being replaced. Until it has been replaced the Graduate School needs a mechanism to process requests to allow retiring faculty to work with students. The council determined three items must be addressed. 1.) Communicate that they are the instructor of record, 2.) Communicate that they are responsible for their students finishing their programs, and 3.) Communicate that the appointment is only for twelve months.

**451.11A:** M. Levy moved (2/L. Weiss) to approve the graduate faculty status of Dr. Bill Kettinger. The motion was carried by voice vote.

**451.11B:** R. Kreuz moved (R. Meier) to approve the graduate faculty status of Dr. Ricardo Taburo. The motion was carried by voice vote.

**451.12:** J. Kierulff provided the council with an update on the new application system, UniCAS. Currently he is working on banner and UniCAS integration. The tentative go live date is late October/early November.

**451.13:** R. Poston informed the council that Dr. Jennifer Beech is working with the IT department to get all graduation forms into Doc-U-Sign, starting with the candidacy form. Dr. Beech stated that she is entering the testing phase and is looking for volunteers.

**451.14:** M. Kyle reviewed the curricular revision memo with the council.

The UCGS moved to a closed session at 2:55 PM.

**451.16:** A student in the Loewenberg College of Nursing has requested a hearing regarding her termination from the program. R. Poston reviewed the proper procedure with the council. S. Lee provided a brief synopsis of what occurred. Many council members had questions and there was much discussion regarding the matter. L. Mendel moved (R. Meier) to vote on whether or not the request merits a hearing. The motion to deny the hearing request was approved with one dissenting, and one abstention.

There being no further business to discuss the meeting was adjourned at 3:30 p.m.

Minutes respectfully submitted by M. Kyle.