

UNIVERSITY COUNCIL FOR GRADUATE STUDIES

Minutes, Meeting 467

September 4, 2020

2:00 p.m., online meeting

PRESENT: R. Kreuz (CAS), L. Robinson (PSYC), M. Conroy (WLL), C. Pierce (FCBE), J. Lukawitz (ACCT), T. McInish (FIR), R. Fisher (CCFA), L. Charles (ART), A. Edgar (COMM), S. Zanskas (EDU), J. Byford (ICL), S. Nordstrom (CEPR), R. Meier (ENGR), A. Robinson (EECE), T. Tan (MECH), B. Harrell (NURS), A. Mary (NURS), R. Qui (KWS), L. Mendel (SCSD), L. Weiss (CHS), M. Levy (SPH), J. Gikas (CPLS), C. Chapell (CPLS), M. Harris (LBRY), M. Hasan (GSA), X. Yu (FS), R. Poston (GS), J. Kierulff (GS), B. Meredith (GS)

ABSENT: P. Simone (CHEM)(proxy=R. Kreuz)

GUESTS:

R. Poston called the meeting to order at 2:03 p.m. when quorum was attained. She thanked the council members for their hard work over the summer.

467.1 L. Weiss moved (2/R. Meier) to approve the minutes from meeting #466. The motion passed unanimously.

467.2: R. Poston welcomed the new council members. Each council member in attendance introduced themselves to the group.

467.3: R. Poston introduced the president of the Graduate Student Association, M. Hasan. He provided the council with a brief update on the Graduate Student Associations upcoming activities and past accomplishments.

467.4: R. Poston informed the council that the Graduate School Office has been reorganized. She announced the staffing changes and new staff members.

467.5: B. Meredith provided the council with an update regarding how the Graduate School has adjusted due to COVID-19. He noted that the staff are coming into the office on a rotating schedule.

467.6: B. Meredith provided the council with an update on fall 2020 enrollment management. He noted that there has been an increase in enrollment. R. Poston thanked the council for their hard work that contributed to the increase.

467.7: B. Meredith informed the council that the Graduate School hosted online open house events throughout the summer. He noted that adapting to an online platform is a practice in trial and error and that the members of the Graduate School are learning which practices are most effective when recruiting online.

467.8: R. Poston asked the council to review the 2019-2020 Accomplishments of the Graduate School and Center for International Studies document that was distributed.

467.9: R. Poston announced that THEC approved two new degree programs over the summer. In May, the proposed PhD in Urban Affairs was approved. In July, the proposed MS in Data Science was approved.

467.10: R. Poston announced that a handout listing the 2020-2021 Schedule of UCGS Meetings had been distributed to the group.

467.11: M. Kyle announced that the memo regarding the fall 2020 curricular revision cycle had been distributed. She noted that the UCGS will hold a special meeting in January 2021 to vote on the proposed curricular revisions and additions.

467.12: R. Poston reminded the council to review the Graduate School calendar online for upcoming deadlines.

467.13: R. Poston announced that the College of Arts and Sciences is hosting online Graduate Coordinator Training this fall. The training sessions are open to anyone on campus and will be recorded.

467.14: R. Poston informed the council that the online Graduate Student Orientation was well attended and nicely organized.

467.15: R. Poston informed the council that the Teaching Effectiveness for Graduate Teaching Assistants was also well attended and well put together.

467.16: R. Poston provided the council with an overview of International Student Orientation, noting that it was well received.

467.17: R. Poston asked the council to let their departments know that if they plan to waive the GRE, GMAT, etc. they will need to inform Anna Grisham, mmchael2@memphis.edu.

467.18: R. Poston provided the council with an overview of the special August meeting of the Tennessee Conference of Graduate Studies (TCGS). She noted that the TCGS Thesis Award nominee requirements will be discussed at the fall meeting of the TCGS.

467.19: M. Kyle informed the council that the annual Fall Graduate and Professional School Information Fair will be held virtually this year. More details will be provided at a later date.

467.20: R. Poston provided the council with an update on summer 2020 commencement. The council was shown the virtual hooding webpage created to celebrate the students graduate with a doctoral degree.

467.21: R. Poston informed the council that the proposed change to the number of hours required of late-stage PhD students to be considered part time has been approved. She thanked T. McInish and Rob Kniss for their valuable input and assistance in implementing this change. T. McInish thanks R. Poston for her helping make this change happen.

467.22: B. Meredith reminded the council of the revised Graduate Faculty Status categories, as well as the accompanying changes in procedure.

467.23: J. Kierulff provided the council with an update on UniCAS. He noted the cycle three upgrade will occur on September 8, 2020. The upgrade will increase efficiency and provide more visual assistance regarding the submission of transcripts.

467.24: R. Poston informed the council that the UCGS By-Laws regarding representation need to be evaluated. B. Meredith will chair a task force addressing the allotment of members. L. Weiss and J. Lukawitz volunteered to serve on the task force.

467.25: R. Poston announced that she will chair a task force to assist with the restructuring of master's level graduate assistantship stipends and tuition assistance. The group will look at how Graduate Assistantship funds are allocated. Many people from various groups on campus have volunteered to serve on the task force.

467.26: R. Poston informed the council she will chair a task force to explore mental health and student wellbeing initiatives for graduate students. S. Zanskas, M. Levy, L. Robinson, X. Yu, and M. Harris will serve on the task force, as well as representatives from various offices on campus.

467.27: R. Poston explained to the council that the procedures and form requesting an expired grade removal from a student's cumulative GPA needs to be revised for clarity. J. Kierulff will chair the task force on this issue. L. Weiss, S. Zanskas, and J. Gikas have volunteered to serve on the task force.

467.28: R. Poston informed the council that R. Meier will chair a task force improve the clarity of the language in the Graduate Catalog regarding transfer credit, shared credit, and earning a second master's degree. J. Gikas, L. Weiss, T. McInish, M. Kyle, and Jennifer Brooks will serve on the task force.

467.29: R. Poston provided the council with a brief update on the university's goal of achieving Carnegie I research status. She thanked the council and their faculty for their hard work in helping so many doctoral students graduate in the spring. She noted that the Graduate School is now working on a plan to maintain the Carnegie I status.

There being no additional business the meeting adjourned at 3:43 p.m.

Minutes respectfully submitted by M. Kyle.