

## UNIVERSITY COUNCIL FOR GRADUATE STUDIES

Minutes, Meeting 469

November 6, 2020

2:00 p.m., online meeting

**PRESENT:** R. Kreuz (CAS), (M. Conroy (WLL), L. Robinson (PSYC), P. Simone (CHEM), 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), J. Gikas (CPLS), C. Chapell (CPLS), R. Qui (KWS), L. Mendel (SCSD), L. Weiss (CHS), M. Levy (SPH), M. Harris (LBRY), M. Hasan (GSA), X. Yu (FS), R. Poston (GS), J. Kierulff (GS), B. Meredith (GS)

**ABSENT:**

**GUESTS:**

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R. Poston called the meeting to order at 2:01 p.m. when quorum was attained.

**469.1:** C. Chapell moved (2/M. Levy) to approve the minutes from meeting #468. The motion passed unanimously.

**469.2:** M. Hasan provided the council members with a brief presentation on the Graduate Student Association Awards that have been developed.

**469.3:** R. Poston complimented M. Hasan on his hard work and diligence in planning the Professional Development Seminars for graduate students. M. Hasan then provided the council with a brief update on upcoming professional development seminars.

**469.4:** B. Meredith provided the council with an enrollment management update. The idea of auto-deferral letters was discussed. R. Poston noted that certain departments were piloting this idea to help determine if it is effective. Council members were asked to email B. Meredith if they want to serve on the strategic enrollment committee. J. Kierulff commented on the “application fee waiver” issue that was addressed in previous meetings. He is working the Chemistry Department to pilot the use of coupon codes to eliminate the application fee. R. Poston encouraged departments to also consider using the reimbursement option, as it requires the student to enroll before they are refunded the application fee.

**469.5:** M. Kyle provided the council with an overview of the first ever virtual Graduate and Professional School Information Fair that was held October 29-30. She demonstrated how the website functioned for the event. A similar event will be planned for the spring semester.

**469.6:** J. Kierulff provided the council with an update on UniCAS. R. Poston noted the need for applicants to submit their transcripts properly in order to minimize work on the back end.

**469.7:** J. Kierulff informed the council that there are funds not being utilized associated with work study positions due to incomplete FAFSA paperwork. J. Beech noted that there is a need for an educational component to help students understand how to complete the FAFSA. R. Poston informed the council that J. Kierulff will each our to the USBS and Financial Aid Offices regarding graduate level assistance.

**469.8:** J. Kierulff provided the council with an explanation of how incomplete grade extensions function at the graduate level. The incomplete option provides students with a cushion during a very stressful time and is preferable to the student withdrawing and taking the course over.

**469.9:** M. Kyle informed the council that the annual triage meetings with the Graduate Directors will be held December 2-4 via zoom.

**469.10:** M. Kyle informed the council that annual curricular review materials will be distributed around December 21. The council will vote on the proposals during a special meeting on January 22, 2021.

**469.11:** J. Beech provided the council with an overview of available dissertation writing resources and displayed the website built to facilitate virtual dissertation resources. M. Harris noted that the site is still in development.

**469.12:** J. Beech provided the council with information regarding fall graduation and commencement ceremonies.

**469.13:** J. Beech informed the council that the Graduate School will be virtually hooding those doctoral graduates who decide to participate. The website for the virtual hooding is linked on the meeting agenda.

**469.14:** R. Poston informed the council that the Student Research Forum is tentatively scheduled for March 29, 2021. The details of the virtual event are still being finalized.

**469.15:** M. Kyle presented the council with the website created for posting available GA positions and accepting student applications. She demonstrated how the page that is managed by the Career Services Office functions.

**469.16:** R. Poston asked the council members for volunteers to serve on the TCGS Thesis Award evaluation of UofM Nominees committee. S. Nordstrom and A. Mary volunteered to help review the nominees from the UofM.

**469.17:** The chairs of each task force provided the council with updates on their progress:

- R. Poston reviewed the information presented in Appendix C regarding the allocation of GA funds at the master's level. There will be a phasing out of master's level Graduate Assistantships. Instead, departments can offer to pay for the tuition or a stipend. She noted that Appendix C is a draft and still needs approval from the Provost. She also informed the council that all agreements already in place will be honored.
- R. Poston provided the council with an update on the Mental Health/Student Wellbeing Initiatives for Graduate Students taskforce, noting that tools and services specific to graduate student needs are being offered and developed further.
- R. Meier informed the council that the taskforce on Transfer credit/Shared Credit Catalog Language will meet the week of November 9.
- The taskforces on the UCGS By-Laws Review of Allotment of Representatives and the Expired Course Grade Removal from Cumulative GPA Form and Procedures will have proposals to present to the council at the February meeting.

There being no additional business the meeting adjourned at 3:31 p.m.

Minutes respectfully submitted by M. Kyle.