

## UNIVERSITY COUNCIL FOR GRADUATE STUDIES

Meeting 476 Minutes

October 1, 2021

2:00 – 4:00 PM – Zoom

### **AGENDA ITEMS:**

- 476.1 Vote to approval of minutes from #475, held on September 3, 2021 - APPENDIX A  
Motion to approve - Michael Harris Joanne Gikas 2<sup>nd</sup>  
Joanne Gikas – voted as proxy for Lisa Mendel and Colin Chapell  
Motion passed.
- 476.2 **Vote to approve – Retention and Termination Policy – APPENDIX B**  
Motion to approve - Lawrence Weiss – Steve Zanskas 2<sup>nd</sup>  
Joanne Gikas – voted as proxy for Lisa Mendel and Colin Chapell  
The motion passed.
- 476.3 **Vote to approve -English Proficiency Websites updates proposal – APPENDIX C**  
Motion to approve – Roger Meir – Michael Harris – 2<sup>nd</sup>  
Joanne Gikas – voted as proxy for Lisa Mendel and Colin Chapell  
The motion passed
- 476.4a **Vote to approve - Expired Course Grade Removal – APPENDIX I**  
Motion to approve – Joanne Gikas and Jim Lukawtz  
2<sup>nd</sup>. Steve Zanskas  
The motion passed
- 476.4b **Vote to approve – Change of Major Grade Removal (remove Academic Renewal terminology) APPENDIX J**  
Motion to approve – Lawrence Weiss  
2<sup>nd</sup> – Roger Meir  
The motion passed
- 476.5 **2022-2023 Graduate Catalog update & curriculum (deadlines & ticket/Curriculog) – APPENDIX D**  
Robin discussed steps to update/edit current catalog and to use Curriculog for 2022-2023 catalog.
- 476.6 **Centralized Application System (Web AdMIT/Axiom) – JK**  
UniCAS Cycle 4 launched September 9<sup>th</sup>. Jim will announce upcoming training for college directors and graduate coordinators on UniCAS upgrades.
- 475.7 **Enrollment Management, Int'l student recruitment – BM – APPENDIX E**  
Brian discussed enrollment stats since Spring 2022 – October 1, 2021. IES 476 I-20s  
George Dietz - concern about leads for PhD students not being valid. Robin volunteered to work with George to tweak the guideline for PhD recruits
- 476.8 **2021 Fall Graduate and Professional School Virtual Information Fair – AG - APPENDIX – H**  
Anna Grisham presented virtual information for sign up page for the 4 sessions offered.  
Encouraged participating programs to be proactive in setting up emails and follow up contact plans to students
- 476.9 **Recruitment activity at other institutions – AG**  
Robin discussed investment return on joining other institutions information fair. Decision made to only attend the ones that could offer potential return on investment.  
Anna presented recruitment dates and times for other institution virtual fairs.
- 476.10 **Graduation Deadlines – APPENDIX G – PC**  
Peggy Callahan presented upcoming deadlines.

**476.11 Educational Support Learning Center (ESP) Task Force Update**

Ryan Fisher discussed educational support services offered to students

**476.12** Fall 2021 Tennessee Conference of Graduate Schools (TCGS) on Friday, October 5 - APPENDIX F  
Robin discussed upcoming event.

**476.13 TCGS Master Thesis Award Nomination internal deadline November 15<sup>th</sup> / TCGS December 1<sup>st</sup>**

Robin discussed master thesis will be nominations from UoM. Submissions needed by November 15<sup>th</sup>. Committee will meet during week of Thanksgiving to vote who will receive the award. Volunteers: Susan Nordstrom, Vikki Nolan, Lawrence Weiss.

Robin will call for proposals when she receives the requirement for nominations from TCGS

**476.14 Student Research Forum tentative date March 28, 2022 – LM**

Robin discussed date end of March. Reach out to Lakesha Moore for additional information

**476.14 Graduate Student Spotlight Nomination Request – AG – APPENDIX K**

Anna Grisham discussed details to for self -nominate, committee to go through nominations and the recognition gained from being selected.

**476.15 Other business –**

Michael Harris thanked everyone who promoted writers' workshop: zoom, in person and writing sprints. Students are thankful for workshop.

**Robin Poston ended the meeting at 3:00pm.**

**DISTRIBUTION ITEMS**

APPENDIX A – 475 Meeting Minutes

APPENDIX B - Retention and Termination Appeals Task Force Proposal

APPENDIX C - Changes to English Proficiency Requirements Proposal

APPENDIX D - UCGS Curriculum Process Fall 2021 Deadlines

APPENDIX E - Enrollment Management – Keystone Performance

APPENDIX F - TCGS Meeting Agenda

APPENDIX G - Fall 2021 Graduation Deadlines

APPENDIX H - 2021 Graduate and Profession School Virtual Information Fair flyer

APPENDIX I - Expired Course Grade Removal Proposal

APPENDIX J - Change of Major Grade Removal Proposal – Removed Academic Renewal

APPENDIX K - Graduate Student Spotlight Nomination Request