

MINUTES
COLLEGE OF ARTS AND SCIENCES COUNCIL
FOR RESEARCH AND GRADUATE STUDIES

MEETING: April 6, 2020

MEMBERS PRESENT: D. Baker, D. Burnette, R. Cohen, A. Daily, E. Delavega, S. Fleming, E. Groenendyk, J. Haddock, W. James, S. Keith, C. Powell, T. Roche, C. Santo, J. Scraba, X. Shen, O. Skalli, J. Topinka, M. Trapp,

MEMBERS ABSENT: F. Vivar

GUESTS: Dr. R. Poston, Dr. J. Beech

1. Spring 2020 PhD Graduates (Poston)

- a. Dr. Poston provided an update about the Carnegie I goal. All the Graduate School numbers are up, which is moving us toward the goal. Numbers and student changes (PhD) should be sent to Dr. Beech.
- b. Dr. Beech will put together a Zoom guide for final defenses. The Graduate School has a GA, Sai, that can help with this endeavor. His email address is sjktmbka@memphis.edu.
- c. Alternative signatures for defense forms: emails including all the committee members should be sent to Dr. Beech and Tori or DocuSign. Late fees have been eliminated for this year.
- d. There will be a virtual hooding for commencement.
- e. Many programs are waiving their entrance exam requirements.

2. Alternative English Proficiency Exam (Poston)

- a. DuoLingo has been added because it is fully online. It measures reading, writing and speaking and is about \$50.
- b. The passing score is 100 or 105.

3. Discussion of other Graduate School changes to accommodate students (Poston)

- a. Professional development seminars will continue.
- b. Student Research Forum: Around 100 students signed up and 50 faculty so far.
The students should receive an email with instructions today and the deadline in April 13th to have everything uploaded.
- c. Send any requested changes for UniCAS to James Kierulff.
- d. CR/NC: A-B (pass); C-F (fail) Students get to see the grades first and then they are allowed to decide if they want to choose credit or no credit.

4. Curriculog for Fall 2020 process and deadlines (Tardugno)

- a. The forms are still in the process of being updated. Tori is helping Mary Kyle on updating the courses in the catalog.

- b. The deadline will be about the same as last year: September 11th. Proposals should be at the college level, Tori, by September 11th for the October 5th meeting. If any council members have questions or suggestions, please email them to Tori.
 - i. Concern was expressed about the deadline for curriculum changes due to the challenges caused by the pandemic.

5. New business

None.

6. Adjournment

Minutes prepared by Victoria Tardugno and edited by Roger Kreuz