

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

MEETING: September 30, 2024

MEMBERS PRESENT: P. Alcalde, T. Brewster, S. Brown, E. Choi, A. Daily, E. Delavega, D. Downey, W. Duffy, O. George, M. Kaelberer, A. Mickelson, E. Nelson, M. Perez, G. Peterson, H. Sable, C. Santo, X. Shen, D. Smith, D. Venugopal

MEMBERS ABSENT: J. McCutcheon

PROXIES: N/A

PRESIDING: R. Kreuz

**1. Approval of the minutes from the August 26, 2024 Council meeting**

G. Peterson motioned to approve the minutes. M. Kaelberer seconded the motion, and all were in favor.

**2. Q&A with Ryan Crews, Director, Graduate Enrollment and Retention**

R. Kreuz asked council members earlier in the month about the “pain points” being experienced with rolling admissions or changing to rolling admissions. Several members expressed concerns about the Slate notification process. Three major issues were noted: You’d like to be notified when applications are started or submitted. You’d like more of your faculty to be able to review applications; and The application doesn’t indicate if the applicant is thesis- or non-thesis seeking.

Ryan Crews is the director of graduate enrollment and retention and works with Slate intensively. He graciously agreed to address these issues and any others the council might have.

**Updates from Ryan Crews:**

The Fall 2025 application will launch October 1<sup>st</sup> with some updates:

- GPA requirement will return to the application. Reviewer can select yes or no to “Did applicant meet GPA requirement”.
- New field to enter additional information if admitting student who does not meet GPA, etc.
- New field to enter GPA and converted GPA, which will be required for all international applicants.
- New notifications will be available (daily/weekly/monthly). User can set up to preference.

- Created an application review deadline for apps submitted but missing items. Let Ryan know how you would like this set. These held applications will have a holding/review bin.
- Next year the applications will launch on September 1<sup>st</sup>.
- 3 reviewer levels: backend reviewer (enters no decision), grad coordinator (1 per program), backup decision maker (1 or 2).
- For departments who only need 1 bin, they can set this.
- Readmit/review bin will be moved to the 1<sup>st</sup> review bin.

Ryan shared his knowledge of ABM process: They must be a senior with a 3.25. The ABM attribute is entered, and level permit given. There are ongoing conversations about how to identify potential ABM students.

#### **Questions from council:**

- X. Shen: Can notifications be sent when Slate setup/change requests are completed? Answer: Ryan will check.
- T. Brewster: Can the international deadline be set earlier? Answer: Yes
- C. Santo: Do all foreign transcripts require evaluation? Answer: Send Ryan an email for further discussion.
- S. Brown: Can early deadlines be set for those seeking assistantships? Answer: They are already discussing an admit/defer type admission, priority deadline and final deadline. Send Ryan an email for further discussion.

#### **3. Curriculum approvals (Low impact; PHYS; INTD) (full list of proposals starting on page 4)**

- Low impact proposal block vote: Approved
- Dept. of Physics and Material Science: G. Peterson motioned to approve, and H. Sable seconded. All in favor and so approved.
- Interdisciplinary Studies: S. Brown motioned to approve, and C. Santo seconded. All in favor and so approved.

#### **4. Reports from the September 6<sup>th</sup> UCGS and September 25<sup>th</sup> college director meetings**

- a) Changes to continuous enrollment policy  
In the past, students who stopped out and returned had to pay back tuition, although exceptions were made for late-stage students via a leave of absence.

There are problems with this policy. It couldn't be enforced, and the departments typically ended up paying the back tuition.

As a result, Dean Tollefsen is proposing that the Graduate School scrap the leave of absence policy at the Graduate School level. Decisions about leaves would be made at the department level, and confidential information about these decisions would be kept locally, in the units themselves.

In the new policy, continuous enrollment would be encouraged of all graduate students, and leaves of absence would be reviewed and approved (or denied) by the departments. Finally, students on leave could come back without having to reapply.

b) New research grants and dissertation completion grants

1) Part-time Master's Graduate Scholarships

Dean Tollefsen is proposing to overhaul the part-time master's award. The criteria were so restrictive, and the deadline was so early that it was difficult to award them.

Going forward, the deadline will be move from June 1 to July 15. Priority will be given to students who have not been previously enrolled, but high caliber students not previously identified in the admissions process can also be nominated. Students would receive \$4,000 (\$2,000 each semester) for one, and up to ten will be made available.

Recipients will need to enroll for a minimum of 3 to a maximum of 8 credit hours. They would need to maintain a cumulative GPA of 3.25 to receive second semester funding.

2) PhD summer completion grants (new)

This new award would be given to late-stage PhD students (domestic or international). It would be a two-month award of \$5,000 (can be on top of other funding).

Students will be nominated by their advisor, and only those who have defended their dissertation proposal will be eligible. Students will submit a two-page proposal and a nomination letter from the dissertation director. Applications will be accepted from November 1 to February 1, with decisions made by May. Up to ten of these will be awarded each year.

3) Graduate research grants (new)

There will be ten awards made annually of \$1,000 to \$5,000 to late-stage doctoral students with a GPA of at least 3.25. The funds can be used for research but not for travel. The deadline will be April 1 for a May 1 decision, to be awarded in the next fiscal year (July 1). The funds must be spent within that fiscal year.

Students will submit a single-spaced two-page description, a transcript, and a letter of support from the advisor.

## 5. New Business

a) **Rolling admissions update**

In a survey I sent you on August 28, I asked you to categorize your department's approach to accepting tuition-paying master's students. Seven departments already

have rolling admissions, and an additional six departments have a hybrid system, in which a priority deadline is followed by rolling admissions afterwards. Six additional departments don't currently have rolling admissions, but it was stated that a transition should not be difficult.

I also asked about the length of time that it takes to make admissions decisions, and six of you said that it takes two weeks or less. Five reported that it takes between two to four weeks. So, the news is good, although not all of you answered this question.

**b) Report from recruitment fairs**

We're in recruitment fair season: we had our own recruitment fair last Tuesday afternoon in the Rose Theatre, and thanks to those who participated.

We also have coordinators who were willing to go on the road last week, to Austin Peay, Ole Miss, and MTSU. Reported answering many questions about programs outside of CAS. Agreed that how UofM participates in these fairs needs to be changed (maybe someone from Law School or Univ level with wider knowledge, etc). Recommended that a recruitment representative from each CAS grand division be identified.

**c) Recruitment act sheet template available**

For those who would like to use it, Kira has not created a recruitment fact sheet in Word that I can share with you. She's promised to send me a couple more templates soon. You don't need to use these templates, but if many departments do so, it will create a more consistent appearance for these materials. Also, have you had luck in recruiting student ambassadors?

**6. Adjournment** A. Daily motioned to adjourn. S. Brown seconded the motion, and all were in favor.

*Minutes prepared by S. Warren from a recording and notes provided by R. Kreuz.*

**CAS Graduate Low Impact Submissions for 2025-26 catalog  
September meeting vote**

**WGS**

Graduate Program Revision Low Impact

Women's and Gender Studies Graduate Certificate

Updating admission requirements to reflect current practice- remove GRE

**MATH**

Graduate Course Revisions Low Impact

MATH - 7351 - Real Variables II

Grading type change- updating to Standard Letter

MATH - 7502 - Semigroups of Linear Operators

Grading type change- updating to Standard Letter

MATH - 7521 - ADP Stoch Optim & Control  
Delete Corequisite – deleting NURS course listed in error

MATH - 7613 - Probability Theory  
Delete Corequisite – deleting NURS course listed in error  
Add Prerequisite – add MATH 6350

MATH - 7641 - Analysis Of Variance  
Delete Prerequisite – deleting 18 hours in music listed in error  
Add Prerequisite – add MATH 6636 and MATH 7643

MATH - 7642 - Experimental Design  
Delete Corequisite – deleting NURS course listed in error  
Add Prerequisite – add MATH 7641 or MATH 7643

MATH - 7643 - Least Sq/Regr Analysis  
Delete Prerequisite – deleting 18 hours in music listed in error  
Add Prerequisite -add MATH 6635

MATH - 7651 - Linear Models  
Delete Prerequisite – delete MUID 2201 listed in error  
Add Prerequisite – add MATH 7643

MATH - 7764 - Stat Methods Biom/Envir  
Grading type change – Correcting to standard letter grade.  
Add prerequisite – add MATH 7643

MATH - 7960 - GA Teaching & Academic Strateg  
Editorial Course Description change – correcting symbols showing in place of grade type

MATH - 8521 - ADP Stoch Optim & Control  
Delete Prerequisite – delete MKTG course listed in error

MATH - 8642 - Experimental Design  
Delete Prerequisite – delete HPRM and MGMT courses listed in error  
Add prerequisite – add MATH 7643 or MATH 8643

MATH - 8762 - Survival Analysis  
Delete prerequisite – delete SLC course listed in error  
Add Prerequisite – add MATH 7643

MATH - 8821 - Spec Prob In Math  
Delete Prerequisite – delete SLC 6001 listed in error  
Add prerequisite – add Permission of Instructor

## **PHYS**

### Graduate Program Revision Low Impact

Physics - General Physics Concentration, Non-Thesis, (MS)

Add two new courses to the concentration course list to allow more flexibility.

Physics - General Physics Concentration, Thesis, (MS)

Add two new courses to the concentration course list to allow more flexibility.

Physics, (MS)

Changes made to application requirements and admission timeline.

Graduate Course Revisions Low Impact

PHYS - 7060 - Individual Study in Advanced Physics

Repeatability- up to 19 credit hours

PHYS - 7200 - Quantum Mechanics I

Course title change- from Quantum Mechanics I to Quantum Mechanics

PHYS - 8200 - Quantum Mechanics I

Course title change- from Quantum Mechanics I to Quantum Mechanics

Graduate Course Closeout Low Impact

PHYS - 7201 - Quantum Mechanics II

PHYS - 8201 - Quantum Mechanics II

**ENGL**

Graduate Course Revision Low Impact

ENGL - 7997 – Portfolio

Correcting Instructional Method and Schedule Type to “Independent Study”

ENGL - 8900 - Engl Stds Colloquium

Correcting Instructional Method and Schedule Type to “Independent Study”

**CAS Curriculum Proposals for 2025-26 Catalog- Regular Impact  
September meeting vote**

**PHYS**

Graduate Program Revision

Applied Physics, (PhD)

1. Remove PHYS 8386 “Methods of Theoretical Physics” from the core of PhD program. This course is not needed for every PhD student.
2. Encourage PhD students to obtain MS degrees along the way. This allows students to get an advanced degree if they do not complete the PhD and enhances MS numbers.
3. Add 6013 "Relativity", 6300 "Advanced Topics in Astronomy", 6057 "Astrophysical Data Analysis" to the list of courses for the “Astrophysics” Focus area. Add 8091 “Soft Matter Physics” to the list of courses for the “Soft Matter” Focus area.
4. Update names of 8200 to Quantum Mechanics, 8610 to "Condensed Matter Physics" to be consistent with the proposed name changes submitted concurrently.

Graduate New Courses

PHYS - 6013 – Relativity

PHYS - 7070 - Directed Research

PHYS - 8070 - Directed Research

Graduate Course Revision

PHYS - 7610 - Advanced Device Physics

Title change from Advanced Device Physics to Condensed Matter Physics

Description change

PHYS - 8610 - Advanced Device Physics

Title change from Advanced Device Physics to Condensed Matter Physics

Description change

**INTD**

Graduate New Course

INTD - 6610 - Disability Studies\*\*