

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

MEETING: November 13, 2017

PRESENT: R. Cohen, M. Conroy, R. Cox, E. Delavega, T. Dooley, D. Freeman, M. Garzon, E. Groenendyk, K. Hicks, S. Keith, S. Mishra, G. Peterson, C. Powell, S. Roakes, T. Roche, J. Scraba, P. Simone, S. Stein, R. Triggiani

ABSENT: none

GUESTS: A. Olney

- 1. Approval of minutes from the October 2nd, 2017 meeting**
Motion to approve (Dr. Peterson), seconded (Dr. Hicks)
- 2. Curriculum and catalog changes**
Dr. Kreuz expressed the hope that these “rolling” changes could still be approved for the Fall 18 catalog at the December University Council meeting. Any rolling changes in the future will not be approved until the spring.
 - a. Certificate program in Cognitive Science (Dr. Olney)**
Additional courses to allow for easier completion of the certificate.
Motion to approve (Dr. Peterson); seconded (Dr. Delavega); all in favor
 - b. Transfer credit policy in Philosophy (Dr. Roche)**
Changes in the wording to match the graduate catalog and to provide greater clarity and precision.
Motion to approve (Dr. Cohen); seconded (Dr. Garzon); all in favor
 - c. New course: HIST 4/6223 (Contemporary Latin America; Dr. Stein)**
Motion to approve (Dr. Delavega); seconded (Dr. Hicks); all in favor
 - d. Anthropology (Dr. Hicks)**
Reduction in credit hours for ANTH 7075 and 7076
Closing out of ANTH 7984
Course description change for ANTH 7985
Changes to program requirements in the catalog
Motion to approve (Dr. Scraba); seconded (Dr. Peterson); all in favor
- 3. Report from the October 25th College Directors meeting and the November 3rd University Council for Graduate Studies meeting (Dr. Kreuz)**
 - a. Admitting students who will be ineligible for licensure**

Latosha Dexter (University Counsel) is soliciting information from all relevant departments on this issue (formerly a TBR policy). Alerting students to this potential problem needs to be happen on the front end (at the time of admission).

The affected programs will need to obtain signed statements from students stating they are aware they may not be eligible for licensure under certain circumstances (e.g., due to criminal convictions). Dr. Kreuz sent out a query to all of the College's representatives last month. It seems that the only affected programs in the College are PSYC and SWRK (no other departments informed Dr. Kreuz that their programs have licensure requirements). Ms. Dexter will contact these departments about their procedures.

b. Decision Desk update

Dr. Kreuz reported that the portals from the Graduate School's Web site to Decision Desk have all been closed. The departments should have DRFs for all those who applied via Decision Desk. The Graduate School will not issue a new RFP (request for proposals); instead, the university may piggyback on a contract already in place with another Tennessee University to expedite the process. Dr. Kierulff wants to have a permanent solution in place for Fall 2018.

c. Bylaws change to add the Law School to the Graduate Council.

A Law School representative has begun to attend the University Graduate Council meetings, and the Council bylaws will be amended in the spring to allow the representative to vote.

d. Jennifer Beech hired as new graduation analyst

Dr. Peterson stated that today (November 13th) was Dr. Beech's first day in her new position. She previously worked in undergraduate admissions. Dr. Triggiani asked about the duties that the graduate performs, and Dr. Roger Kreuz provide an explanation.

e. Graduate School catalog

The 2017-18 graduate catalog will be locked down on December 1, 2017. Any final changes need to be sent to Mary Kyle before that date. The 18-19 catalog may be available as early as February. Dr. Mishra reported that errors and abbreviated titles for PHYS had been found, that he informed Mary Kyle about them, and that they have been corrected. Dr. Kreuz reported that there were some glitches created by the Acalog conversion process and that these kinks are still being worked out.

f. Be aware of your competitors

Dr. Kreuz reported that that the U. Arkansas business school has applied to THEC to hold classes in Millington. Ole Miss has had its DeSoto campus in Southaven since 1996. Dr. Dhaliwal wants all graduate coordinators to monitor universities that may be encroaching on our "turf" (western TN). We need to make sure that we are not letting other universities poach our potential students. This may mean

that we have to think differently about growth, and that we may need to expand our own sphere of influence. As an example, we might want to consider advertising in Nashville. The Graduate School is willing to provide some funding for such advertising. Dr. Triggiani suggested that the lack of graduate student health insurance and noncompetitive stipends may be larger obstacles for growth. There was an exchange of viewpoints on this topic by Drs. Triggiani, Simone, and Dooley.

4. New business

a. Graduate applications from countries that may fall under a travel ban (Dr. Powell)

Dr. Kreuz stated that there does not seem to be a good solution for this issue at the present time.

b. Use of individual development plans for graduate students and post-docs on NIH grants (Dr. Kreuz)

Dr. Kreuz reported that the university has no policy in place regarding the use of such development plans. Deborah Hernandez (Sponsored Programs) encourages faculty to create them. Dr. Kreuz offered to forward an e-mail with links to tools and examples to anyone who was interested.

c. December Council meeting (Dr. Kreuz)

The next meeting is scheduled for Monday, December 4. This meeting will be canceled if there is no significant new business. Dr. Kreuz asked the representatives to notify him as soon as possible if they have new business for the Council for that meeting. If the December meeting is cancelled, the next meeting will be on Monday, February 5.

d. Broken Web links (Dr. Cohen)

Dr. Cohen suggested that everyone should check the links on their Web sites. When he checked the Psychology department's Web Site, he found several broken links. He contacted Debra Turner and she was able to fix them quickly.

Motion to adjourn (Dr. Dooley), seconded (Dr. Peterson)