

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

MEETING: February 28, 2022

MEMBERS PRESENT: F. Botelho, E. Choi, A. Daily, E. Delavega, D. Downey, W. Duffy, S. Fleming, E. Groenendyk, K. Hicks, J. Lariscy, J. McCutcheon, A. Mickelson, I. Ortega-Santos, T. Roche, H. Sable, C. Santo, X. Shen, O. Skalli, J. Topinka

MEMBERS ABSENT: none

PROXY: Daniel Nascimento for D. Baker

1. Approval of the minutes from the January 28 Council meeting

There were no additions or corrections to the last month's minutes. T. Roche motioned to approve the minutes and O. Skalli seconded the motion. All voted in favor.

2. Report from the February 23 Graduate Directors meeting:

- a) **Director of Graduate Student Services search update.** R. Kreuz reported that the search committee met via Zoom with seven applicants during February. The process was slowed somewhat by the ice storm. The committee rank-ordered the seven and decided to have face-to-face interviews with the three highest ranked candidates. One of them dropped out, and so there are two meetings with the remaining candidates next Wednesday. Fortunately, Jim Kierulff is still helping out and is willing to train the person we hire for about a month.
- b) **Anna Grisham.** R. Kreuz reported that Anna Grisham, who was hired in June 2020 as the Graduate School's recruiting and retention coordinator, has taken a new role with the Fogelman College of Business. Her position is in WorkforUM, as of last Thursday, for two weeks. R. Kreuz asked that if anyone knows someone who might be interested in applying to reach out to them.
- c) **DocuSign issues.** R. Kreuz summarized ongoing issues with DocuSign: the drop-down menus need to be updated, and while some forms allow rerouting, others don't. He thanked T. Tardugno for bringing this to the Graduate School's attention, where, he hopes, these issues will be addressed soon. The university will be switching to a new document routing and signing platform, called SoftDocs, in the fall.
- d) **Graduate enrollment.** R. Kreuz reported that graduate enrollment remains strong: the 14-day census data showed that the Graduate School was up by 73 students this semester, which helps to offset the drop in undergraduate students. The Graduate School expects even larger numbers of international students in the future as the university's Asian recruiters continue the efforts in India and expand their efforts into Sri Lanka and Nepal.

The recruiters have to meet certain benchmarks or else their contracts with the university are revoked. As a result, Council members may be seeing a larger number of international students with incomplete applications, or without having had their transcripts evaluated. Dean Poston emphasized that we need to maintain our standards, and that accepting borderline students does no favors for them or for us.

e) Research Forum. R. Kreuz reminded the Council that the Student Research Forum will be held on March 28 (four weeks from today). Before the pandemic, the students' posters were jammed together fairly tightly. That's not good in current circumstances, so to spread things out, there will be two in-person sessions on that day, instead of just one. (There is also an online version for UM Global students only.) In addition, there won't be the usual luncheon, so the ballroom space that was devoted to tables for the lunch will be used to spread out the posters.

f) Duolingo. R. Kreuz stated that the Graduate School would like Council members to monitor incoming students who are using Duolingo scores as a measure of their English proficiency. Specifically, they should keep their eyes open for large score differences between the oral and written sub-scores. Apparently, the written portion of the test doesn't change for an entire week, so it may be the case that this can be used for cheating. If Council members see, for example, a written sub-score that's 40 points higher than the oral score, be wary! Dean Poston is checking into this.

A few Council members reported they have noticed some English language issues with students who were admitted using Duolingo this past year.

3. New business.

Course listings. R. Kreuz expressed hope that Council members had a chance to review the proof of the course listings for the graduate catalog that were sent out last week. The Registrar needs these checked ASAP for errors so that the catalog can be locked down and published next month. If Council members do find errors, they should submit them as TigerHelp tickets (not to T. Tardugno or R. Kreuz). R. Kreuz will send the previews of the program descriptions as soon as he gets them from the registrar. R. Kreuz emphasized that they should only correct errors to previously approved curriculum changes. They should not request that anything else be changed.

Curriculog. The Curriculog forms for next year are up and running. The graduate curriculum proposal deadline will be September 12th and the undergraduate curriculum deadline will be September 26th.

March meeting. As the Covid case rate drops, R. Kreuz would like to go back to in-person Council meetings if possible. Barring some new variant, the next meeting, on March 28, will be held in the Senate Chambers in the University Center (right behind the post office). The room is large enough to allow for social distancing.

However, the second session of the Student Research Forum is scheduled from 2 to 4 on that day. Specifically, the posters for physical and applied sciences, and the social and behavioral sciences, will be presented during that time. R. Kreuz asked if any Council members are judging in either of those two categories. He also asked if they believed they could complete their judging between 2 and 3 o'clock. They all answered that they could.

4. Morton Thesis and GAMTA applicant review. R. Kreuz asked J. Lariscy, E. Delavega, S. Fleming, and W. Duffy to say on the Zoom call.

5. Adjournment. C.Santo motioned to adjourn the meeting. D. Downey seconded the motion. All voted in favor.

Prepared by T. Tardugno from notes provided by R. Kreuz and edited by R. Kreuz