

## UNIVERSITY COUNCIL FOR GRADUATE STUDIES

Meeting #482

September 2, 2022

2:00 – 4:00 PM – Zoom

### **AGENDA ITEMS:**

#### **482.1 Introduction of new Graduate School Dean, Dr. Deb Tollefsen - BM**

#### **482.2 Welcome new members and visitors: DT**

- Bernie Daigle (Biology) as the Natural Science representative
- Will Duffy (English) as the Humanities representative
- Joy Goldsmith (Communication and Film) finish year for Amanda Edgar
- Jeremy Orosz (School of Music)
- Jason Sasser - appointed - Director of MSN Programs
- Angela Oigbokie – LCON elected faculty representative (3-year term)
- Perveen K. Rustomfram – University Libraries
- Visitors: Carol Danehower, Provost Liaison for Curriculum & Reporting, Ryan Crews  
Director of Student Success Resources

#### **482.3 Vote to approve minutes from #481 held on April 1, 2022 - APPENDIX A**

Collin Motion

2<sup>nd</sup> -

Motion passed - Unanimous

Roger Meier – proxy for Ranganathan Gopalakrishnan

#### **482.4 Orientation and TA Workshop – LM**

Deb asked if TA workshop is required. Responses: Optional for history, engineering. English has instructors – not TA, Larry W– HS inhouse training. Joanne G. – grad school training. Deb T.– Lakeshia to do a survey to receive feedback on what is needed. Deb- is orientation only for grad students. LM open for all students

#### **482.5 Fall Enrollment – BM**

Enrollment up 6.9 to last year. Due to international student enrollment. 5032 compared to 40\_\_ last year.

#### **482.6 Spring and Summer Graduation – Appendix B - PC**

Brian Meredith presented for Peggy Callahan.

Spring 2022: Certificates – 114, Masters – 588, PhD – 59

Summer 2022: Certificates 59, Masters – 234, PhD - 64

Informed Council that Peggy is very flexible with deadlines.

#### **482.7 Graduation deadlines – Appendix C- PC**

Brian M. discussed on behalf of Peggy C. Graduation deadlines are on the Graduate School website and calendar.

#### **482.8 Probation numbers—DT**

Deb T. There are 452 as of August 15

Deb T. inquired about the normality of having a high number of graduate students on probation. probation. Roger K - the numbers are affected by the programs with a spike in growth

Kurt K – pull numbers from UCGS to find consistent problems. Deb T. will follow up.

Deb T. – bring Ryan Cruz back to discuss early intervention. When he first brought it up, staff were not prepared to get a load of early alerts – not sure if it would be a helpful tool. Are there colleges that want it implemented. Larry W – it would make sense if it was not so cumbersome. Deb and Joanne disagree. Deb T. at UG level doing so freed faculty time to check with students to see why they are not in class. Also alerts for non-academic support for the students. Deb T. – think about this moving forward. She will be focuses on issues of retention and success. Bringing in students is good, but not keeping them is an issue. What are the areas that students are going on probation more often.

#### **482.9 EAB and THEC – CD**

Carol D. – discussed exploring graduate programs that are going to THEC and reporting. She will be managing the reports to THEC. EAB curriculum research side. Looking at portfolio of masters and PhD programs for possibilities of growth. She is learning about EAB services that we are not taking advantage of. Assisting programs with proposals to THEC to help with the process for success.

#### **482.10 Early Intervention Attendance Report – Appendix D - RC**

#### **482.11 Curriculum process and deadlines - DT**

Graduate School will review proposals from college at the October, November, and December meetings only. The January meeting will be used to do any last-minute things but no new proposals at that point. November 18 is the final deadline to submit curriculum changes to the Graduate School for the following years catalog.

Proposals received by September 16 will be reviewed during the October 7 meeting

Proposals received by October 14 will be reviewed during November 4 meeting

Proposals received by November 18 will be reviewed during the December 2 meeting

#### **482.11 SLATE update- BM**

Brian M. Slate will be University CRM. Graduate will be turned on in late September. Will continue to use WebAdMIT through spring of 2023. Summer/Fall 2023 and Spring 2024 will be in Slate. Discussed upcoming Slate training. If anyone hasn't received meeting notice for training, email him.

Deb T. – building application from the ground up. Program processes must be built into Slate. Departmental process review form has gone out and need back asap. Form is going out to training attendees after training. Deb asked coordinators to make sure that the staff that make

application decisions attend the training. JG- asked if training is available to all staff. BM- anyone who touches an application should attend. Asked that coordinators forward the training notifications to staff.

#### **482.12 Subcommittee on dissertation guidelines and co-authorship guidelines - DT**

Deb T. Has received questions about dissertation guidelines. It has been left up to the departments. Questions were related to co-authorship. We do allow students to use within their dissertation articles that were previously published. Could the previously published work be co-authored. Disciplines specify that students are the first author. Deb T. - need general guidelines for disclosure form (account of co- authorship certification they were 1<sup>st</sup> author based on their discipline guidelines. Set up sub- committee to check other R1 dissertation guidelines and create a form – specifically in reference to co- authorship. Propose something to the colleges and bring it back to the council to vote. Deb T. the council to look at what other R1 colleges are doing.

#### **482.13 Minimum Admission requirements and Academic Standing--DT**

Do not have minimum GPA for admissions requirements. Darla checked other schools that do have minimum requirements. Deb would like to set grad school minimum. Deb T suggested 3.0 and departments can make exceptions. Roger M. discussed the reason the minimum was removed. Deb T. – Issue of probation in catalog. The catalog reads “may” instead of “will” be put on probation. Joanne – look at ways to support graduate students to help with probation. LW – suggested review group with mediation plan to help students. It is a discipline specific Deb – there are reasons for guidance from graduate school in reference to probation. Programs would like grad school to have rules to apply. Is there an interest in having a GPA requirement as other school in the area have.

Academic standing will be brought to the forefront with student success.

#### **New Business –**

No new business

Distribution Items

APPENDIX A - 481 Meeting Minutes+

APPENDIX B - Graduation totals

APPENDIX C – Graduate Deadlines

APPENDIX D – Early Intervention Attendance Report