

**"DRAFT" Graduate Council Minutes  
January 23, 2018  
Main Campus, Student Union 2582**

Present: Wissam AbouAlaiwi, Tomer Avidor-Reiss, Timothy Brakel (for David Jex), Amanda Bryant-Friedrich, Frank Calzonetti, Huey-Shys Chen, Ben Davis, , Viviana Ferreira, Cyndee Gruden, Timothy Fisher (for Daryl Moorhead), Bashar Gammoh, Rafael Garcia-Mata, Mitchell Haines (GSA), Jason Huntley, Edward Janak, Andrea Kalinoski, Anand Kunnathur, Song-Tao Liu, Jyl Matson, Marcia McInerney, Madeline Muntersjborn, Lori Pakulski, Penny Poplin Gosetti, Geoffrey Rapp, Jennifer Reynolds, Constance Schall, Barry Scheuermann, Beth Schlemper, Barbara Schneider, Rebecca Schneider, Ozcan Sezer, Zahoor Shah, Susan Sochacki, Megan Stewart, Jason Stumbo, Amy Thompson, Jerry Van Hoy, Kandace Williams.

Excused: Brian Ashburner, Michael Dowd, Mohamed Samir Hefzy, Jungwhan Kim (replacement spring 2018 tbd) Douglas Nims (replacement spring 2018 tbd), Martha Sexton.

Absent: Joseph Margiotta.

Guests: Teri Green.

***Call to Order, Roll Call, and Approval of Minutes***

The meeting was called to order and the roll called. The Minutes of the Graduate Council meeting of November 14, 2017 were approved.

***Executive Reports***

Report of the Executive Committee of the Graduate Council

On behalf of Graduate Council, Chair, Dr. Andrea Kalinoski reported that the GC report to the BOT Report from December 18, 2017 is available on the COGS website. A written UAPRC update will be distributed to GC Members from the Office of Assessment once per semester. In addition, the Hooding Ceremony was a welcomed addition to the commencement exercises and was enjoyed by students, family and friends.

Report of the Graduate Student Association

Mr. Mitch Haines, President of the Graduate Student Association (GSA) reported:

- Free registration for the Midwest Graduate Research Symposium is now available. The deadline for presenters and judges who wish to participate is March 10th. Over 65 universities are invited. Faculty and community leaders (business owners, mayor) are invited to judge presentations. Please spread the word to your students, colleagues at UT and other universities.
  
- Recognition of GSA Research Award Recipients
  - Briana Zellner (PhD Microbiology, College of Medicine and Life Sciences)
  - Kapil Raghuraman (MS Bioengineering, College of Engineering)
  - Yopina Pertiwi (PhD Experimental Psychology, College of Arts and Letters)
  - Thomas Valachovics (MS Geology, College of Natural Sciences and Math)
  - Vinod Kumar Gattoji (PhD Chemistry, College of Natural Sciences and Math)
  - Cory Howard (PhD Cancer Biology, College of Medicine and Life Sciences)

### Report of the Dean of the College of Graduate Studies

Dr. Amanda Bryant-Friedrich, Dean of the College of Graduate Studies provided the following updates:

○ *Enrollment*

Enrollment is tracking well compared to spring of last year. Enrollment Management indicates that we are currently only six students away from last spring. Some continuing students may still need to register by census day January 30<sup>th</sup>. Thank you for support in getting students registered. Strategic Planning is due to Provost February 1<sup>st</sup> and to the President by February 5<sup>th</sup>. Input received from Graduate Council, Associate Deans, and Provost's Staff will be incorporated into the document. Thoughts on metrics should be shared.

○ *Budget and Fellow*

Allocations concerns were expressed by Faculty Senate. We have received all information from programs and will have budgets distributed by the end of January or very beginning of February.

○ *COGS Fellowships and Scholarships*

Make sure you are pushing your program deadlines so that students are admitted early. The University Fellowship is available with a deadline of February 12<sup>th</sup>. This prestigious fellowship is for stellar entering Ph.D. students. There are some scholarships for continuing students. The diversity and economically-inspired scholarships, GOAP and McNair, are presently being revamped with a new application and selection process. Projecting they will be due mid to late-March. Admission is required to receive the award. However, students may apply prior to acceptance. They do not have to reply until April 15<sup>th</sup>.

*Discussion:*

Dr. Kandace Williams noted that her program's application deadline is January 15<sup>th</sup> with ~50% incomplete. She will continue working with COGS toward completion. Dean Bryant-Friedrich encouraged continual communication with applicants. COGS contacts applicants through email, however, direct communication from the program is best. Dr. Williams noted that the incompleteness rate used to be around 20%.

Dean Bryant-Friedrich stated that Dr. Gruden and Debbie Andrews Dean Bryant-Friedrich would check on this matter.

○ *COGS Annual Report and Strategic Plan Update*

GOAL 2 Improve graduate and professional student success through timely degree completion. Investigate platforms to track students' academic journey/success from onboarding through graduation. It should incorporate funding to ensure that funding issues are not slowing down students. That can affect time to degree.

Dean Bryant-Friedrich sought questions and input. None.

Offer convenient programming options:

- Summer-only
- Evening
- Hybrid of online/blended

Outcomes:

- Non Thesis Tracks (where it is a popular option)
- Graduate Certificates (not intention for COGS to finance)
- Badges and Credentialing

- Professional Science Masters
- Curricular considerations should meet modern needs of our students

Dean Bryant-Friedrich sought questions and input. None.

Look at Funding/Tuition Options:

- Tuition Scholarships
- Differential Pricing
- One Program Price
- Offer Ph.D. funding packages

Not typically how UT has provided funding. Programs are usually funded and the program funds the student. Students may come in funded on a grant. Moreover, if grant is not there, for Ph.D. students that is not an option. If we say we are awarding funding for four years, has to be a contract with COGS and investigator. They should not have to leave due to funding issue. Peer institutions use this model. That fixed time to degree, what is that time. Not always specifically set for the campus. Varies by program.

Dean Bryant-Friedrich sought questions and input.

*Discussion:*

Dr. Timothy Fisher noted that uncontrollable variables, i.e., weather or outdoor complications could delay research by a year.

Dean Bryant-Friedrich replied that UT offers a package and the program should inform COGS of such an issue.

Dr. Kandace Williams stated that students move on to post-doc research positions based in part by their ability to be published. Four years support is not sufficient because it does not permit the necessary time for this.

Dean Bryant-Friedrich replied that time to degree is discipline-specific. She has that information from the fall 2017 listening tours with the colleges.

Dr. Beth Schlemper noted that students not making adequate progress bear some responsibility.

Dean Bryant-Friedrich agreed that students who come in under-prepared would be slowed down. She suggested that programmatic increase in standards for graduate admission and tracking would help facilitate students' academic progress. If support is requested at year five, we need to know why and what is in their portfolio.

Dr. Timothy Fisher asked the reasoning for four-year package offers.

Dean Bryant-Friedrich replied that it a measure to control budgets. We cannot provide support for excessive periods. There are many mechanisms that factor into this, financial and academic. Time to degree is an important part of the equation.

Dr. Viviana Ferreira pointed out that accepted publications is an incentive for students.

Dean Bryant-Friedrich questioned the slow increase in standards for graduate admission, based on comments from colleges during the listening tour. She asked how we attract a quality pool of applicants.

Do you think they are not applying because of packages and insurance?

Dr. Jason Huntley stated that the GRE might not be best indicator of success. In-person interviews are a better indicator, provided there is a budget. His program has instituted Skype for interviews.

Dean Bryant-Friedrich stated that she would also like to see holistic admission for graduate school because it takes into consideration all the things we are accustomed to and other aspects of the individual's potential for academic success. Noting that if included in the Strategic Plan, we have until 2022 to make it work.

Dr. Jerry Van Hoy added that instituting would require 2.5 years to get data and 2.5 to implement and make it work.

Dr. Andrea Kalinoski suggested the positive effect of earlier budget release.

### GOAL 3

The University supports undergraduate students well. COGS is connecting with Student Affairs to better support graduate students. We are working on improving and expanding career development. Current offerings are not geared toward our students. We are hoping that if included in the Strategic Plan, that Student Affairs and Career Development will have a greater role for our students.

Dean Bryant-Friedrich mentioned that students who are going through difficult situations need extended absences.

Dr. Rafael Garcia-Mata questioned its impact.

Dean Bryant-Friedrich replied that the need occurs regularly and that she sees about two students per month dealing with issues.

Dr. Amy Thompson noted that she collected data on 1200 undergraduates with 37% reporting having experienced mental health problems.

Dr. Connie Schall added that a survey of freshman stress levels was at 35% in Engineering. Students want more counseling services.

Dr. Amy Thompson agreed saying that there has been up to a six-week wait for services in the Counseling Center.

### #2 Clinical Training Issue

Pay more attention for sites to do training. COGS has not been involved in this program-level aspect, but is aware it is an issue that significantly affects accreditation.

### #3 Writing and Communication

A lot of you said we need to teach students how to write and communicate. We do not have resources from an umbrella standpoint. COGS bringing 3MT competition to UT will help. COGS supports this initiative and would like to see more.

Dr. Barbara Schneider added that funding to support the Writing Center would be beneficial to undergraduate and graduate students.

#4 Important for graduate students. GSA does a great job of distributing funds. We would like to see more, but will have to look for other ways, for example, teach our students to compete for travel funds elsewhere.

#5 Those attempting to engage in interdisciplinary research run into barriers. We need to focus that it is not an exception. Students are suffering and do not feel like they belong in one area where they are supported.

Dean Bryant-Friedrich sought questions and input.

Dr. Kandace Williams noted that a faculty member in COMLS wanted to do an environmental project, they could not figure out how to do it.

Dean Bryant-Friedrich noted there is an added issue of the student's home college, where does the student belong.

Area 2:

#1 Includes funding student.

#2 Everything we do together, research and creative. Very much in collaboration with Office of Research.

Dean Bryant-Friedrich sought questions and input.

#3 Fellowships. Trying to make it easier with four-year funding to keep students moving forward toward their degree.

Goal 3

Teach people to do the job they are given. TAs may be assigned recitations, entire classes or grading. Administrative GAs need appropriate training. COGS cannot provide the specific training but can work with units. Teacher training is also important.

#2 Better student benefits, i.e., day care. They will be productive and happier.

#3 Do we think about graduate student workload? Are they being productive as students and researchers while doing the job they are paid for? We have RA, TA and GAs. Look at from a categorized perspective.

Dr. Barry Scheuermann questioned who determines the category.

Dean Bryant-Friedrich replied that it is the Program Director or College Associate Dean.

Dr. Barry Scheuermann noted that only RAs are funded from a grant.

Dean Bryant-Friedrich posed questions "If a TA teaches three sections of a course, is that productive?" "Is time to degree longer due to job commitment?"

Dr. Barry Scheuermann noted that GAs are 20 hours max.

Dean Bryant-Friedrich – Be aware of what we are asking them to do.

Area 3 Goal 3

Keep diversity in mind when recruiting students.

Goal 4

Work life balance. We do not really know exactly what they need. They have varying backgrounds. Will require research to find out.

Dr. Song Tao Liu suggested the Council have the opportunity to review the draft Strategic Plan from COGS and to receive input from the GSA and program directors.

Dean Bryant-Friedrich stated that she would share the draft plan and asked Council to consider situations and provide comments.

Area 4

Goal 1

Two things to grow.

We do not want a budget model that makes you upset. It should expand our reach with online and blended formats, outside of normal geography.

Goal 2

Allocations will be transparent and in collaboration with colleges and departments. Please involve program directors in the discussion. We will get data involved. It is a piece. Conversation still needed.

Area 5

Goal 4: We need a development officer.

Dean Bryant-Friedrich stated that she is seeking guidance on the Strategic Plan including metrics for each area and concrete numbers to produce an outcome. She stressed that those who have not been involved in the strategic planning discussions for graduate education will not have the benefit reading the draft document.

Dr. Bashar Gammoh stated that graduate education's inclusion in the Strategic Plan must show a target and goal.

***Information and Discussion Items***

**Research and Sponsored Programs Update**

Dr. Frank Calzonetti, Vice President of Research, announced that the Office of Research and Sponsored Programs would again invite early-career faculty members to participate in the Scholars Institute Program (SIP). This is designed to help prepare faculty members in submitting fundable research grant applications. The program is open to non-tenured faculty members within their first four years of hire. This year the Institute will convene for five three-hour sessions over Spring break from March 5th to March 9th. Applications are due on February 5th, 2018. Dr. Calzonetti also mentioned that some faculty members reported that they did not receive the call for submission of areas of research excellence. The deadline for submission was January 22nd but has been extended to January 31st.

**Three Minute Thesis (3MT) Research Communication Competition**

Ms. Teri Green, Graduate Academic & ETD Services Specialist in COGS presented an overview of the Three Minute Thesis competition and UT's inaugural participation in the event this year. The idea behind the communication competition is for a student to explain to a lay audience in three minutes, no more, the concept of their thesis work. The competition helps to build confidence in presenting and to develop communication skills as researchers. The competition is judged on communication style, comprehension and engagement, basically, on how well they can tell a story. Current master's and doctoral students are eligible to participate, but not students who have graduated. All competitors can have one static slide. No props or costumers, no dancing. The timeline is strict at three minutes. Invite everyone to attend upcoming information sessions. Ten final competitors will compete at end of March and the winner will go on to Midwest Association of Graduate Schools (MAGS) annual meeting and compete there. The winner, runner-up and people's choice recipients will present at UT's Midwest Graduate Research Symposium. This provides an

opportunity to share what they gained from the experience. How can you help? Send Teri Green an email. This is meant to share with community who can help with judging, facilitation and sponsorship. Share with program directors too. We would like to offer more than a plaque. We are currently working with marketing and hopefully have screen savers and get a story in UTNews. There will be a 3MT webpage. Additional emails will be sent out on information sessions. This information was presented to the GSA and shared information with graduate students via COGS monthly e-Newsletter.

***Standing Committee Reports***

**Report of the Curriculum Committee**

On behalf of the Graduate Council Membership Committee (GCCC), Co-Chair Dr. Amy Thompson reported the committee’s recommendations on the following proposals. ENGL 5300 was tabled.

All other proposals were approved unanimously.

<b>Graduate Curriculum - for review R 11 Jan 2018; Please respond by R 18 Jan 2018</b>							
No.	Proposal Type	College	Department/Program	Title	Course Number	Summary	Received
9	PRR	HH	Physical Therapy	Doctor of Physical Therapy	NA	All course modifications previously approved. Waiting on PHYT 5180 course modification. Changes are highlighted on the tables and a summary is provided at the end.	12.8.2017
10	ECM	HH	Social Work	Advanced Field Experience & Integrative Seminar I	SOCW 6900	Change from 360 to 262.5 total internship hours for 5 credit hours	12.8.2017
11	ECM	HH	Physical Therapy	Evidence Based Practice II	PHYT 5180	Course title changing from "Applied Biostatistics" to "Evidence Based Practice II". Course description and syllabi are also different. Prerequisites unchanged.	Summer 2017
12	NCP	AR	English Language and Literature	Medieval and Early Tudor Drama	ENGL 5300	New 3 hour course - crosslisted with ENGL 4300. No prerequisites listed.	12.14.2017
13	PRR	AR	Geography and Planning	Certificate in GIS and Applied Geographics	NA	Credit hour modifications - change from 15 to 12. The course list entered in the current and proposed fields are on the last page - they do change.	12.14.2017
14	NCP	AR	Psychology	Community Placement in Clinical Psychology	PSY 6950	New Masters level course so the externships will appear on the transcript. Co-listed with PSY 7950	12.14.2017
15	NCP	AR	Psychology	Community Placement in Clinical Psychology	PSY 7950	New PhD level course so the externships will appear on the transcript. Co-listed with PSY 6950	12.14.2017
16	ECM	AR	Sociology	Thesis	SOC 6960	Prerequisite modification, drop SOC 6000 and minimum grades changed from D- to C	12.15.2017
17	ECM	AR	Sociology	Graduate Internship	SOC 6940	Prerequisite modification. Drop SOC 6000 and add choice between SOC 6040 and 6050. Minimum grades changed from D- to C	12.18.2017

**Report of the Membership Committee**

On behalf of the Graduate Council Membership Committee (GCCC), GC Chair, Dr. Kalinoski reviewed the committee’s aggregate report of Graduate Faculty Memberships for period Fall III 2017.

GRADUATE FACULTY MEMBERSHIP APPLICATIONS - Fall III 2017 (applications received by January 4, 2018)																						
College	Full			Associate			Professional			Adjunct			Special Status			APPLICATION RETURNED/STILL IN REVIEW/REJECTED			TOTAL			Total
	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	Change	New	Renew	
Arts and Letters	1	2																	1	2	0	3
Business and Innovation																			0	0	0	0
Education										1									0	1	0	1
Engineering																			0	0	0	0
Health and Human Services													1						0	1	0	1
Honors																			0	0	0	0
Law																			0	0	0	0
Libraries																			0	0	0	0
Medicine and Life Sciences		2			1														0	3	0	3
Natural Sciences and Mathematics													3						0	3	0	3
Nursing		1									1								0	1	1	2
Pharmacy and Pharmaceutical Sciences																			0	0	0	0
<b>Total</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>11</b>	<b>1</b>	<b>13</b>

**Old Business**

None.

**New Business**

Dr. Kandace Williams was pleased to report that the Physician Assistant program was accredited after receiving UT’s 138-page appeal letter submitted November 3<sup>rd</sup>. PA students will be able to take national exam.

Dr. Amy Thompson announced that Faculty Senate in cooperation with Student Affairs is providing Crisis Training. Informational flyers with dates/times will continue to be distributed. There are several sessions slated. Check your email. The purpose is to help students in crisis by identifying and referral. Facilitators will include Dr. Lisa Kovach and individuals from Counseling Center. GAs there.

Dr. Cyndee Gruden added the Crisis Training opportunities were shared through COGS e-Newsletter.

Dr. Andrea Kalinoski suggested that Dr. Flapp Cockrell could possibly present information on this topic if Council expressed interest.

**Adjournment**

There being no further business, the Council adjourned at 1: 55 p.m.