

## The Graduate Council 2019 Summary Report

This report provides a summary of the accomplishments by each of the following committees that are part of the Graduate Council (Academic Policy Committee, Curriculum Committee, Appeals Committee, Student Faculty Research Awards Committee, Graduate and Professional Student Senate). In addition to these committee activities, this report also includes updates from the Dean of the Graduate School.

This summary report is organized by each committee's work.

### Academic Policy Committee:

The APC discussed the following major items at their fall 2018 and spring 2019 meetings:

- **Sept 13: APC voted and unanimously approved the proposal to revise the language for the Application Procedures and Admission Policy.**

*Anyone with a bachelor's degree from a regionally accredited institution, an institution accredited by another organization recognized by the Council on Higher Education Accreditation (CHEA), or an equivalent degree from a similarly recognized or accredited foreign institution who wishes to take courses for graduate credit, whether or not the person desires to become a candidate for a degree, must submit a formal online application (<https://gradschool.utk.edu/admissions/applying-tograduate-school/>) for admission to graduate study or apply for transient status.*

- **Sept 13: APC voted and unanimously approved the proposal to revise the language for the Academic Probation policy.**

*Upon completion of 3 or more credit hours of graduate coursework, a graduate student will be placed on academic probation when their cumulative GPA falls below 3.00. A student will be allowed to continue graduate study in subsequent semesters if each semester's grade point average is 3.00 or greater. Upon achieving a cumulative GPA of 3.00, the student will be removed from probationary status and returned to good standing.*

- **Oct 25: After discussion and some minor editing, APC voted and unanimously approved revisions to the catalog text concerning concurrent MA/PhD degrees and doctoral degree requirements.**

*Cleaning up understanding of concurrent master's and how to interpret. 2. Clarify the number of hours from a masters (or other graduate degree) earned at another institution can be counted toward the doctoral degree.*

- *For students earning a concurrent master's, a minimum of 18 additional credit hours of coursework beyond the master's degree must be earned at UT plus completion of at least 24 credit hours of 600 Dissertation.*

- *A candidate for a doctoral degree who earned a graduate (typically a master's) degree prior to beginning the doctoral degree must complete a minimum of 24 credit hours of graduate courses at UT (exclusive of course 600 Dissertation).*
- **Jan 17: Discussion of Embargo policy and LOA (Leave of Absence) policy; items brought to the Council for discussion.**

*Embargo policy: The current policy allows a 12-month embargo. Then, if requested, the embargo may be extended for two additional 12-month periods. For a maximum embargo period of 3 years. The proposal is requesting to revise the current Embargo Form to allow for a one year, three year, or five year embargo option.*

*Proposal two: Revise Leave of Absence Policy The proposal came forward to APC to remove the sentence from the policy that, "A Leave of Absence will not be granted with the sole reason of financial hardship."*

- **Feb 28: Discussion, APC voted and unanimously approved the revised Embargo Policy**

*Embargo Policy: The student in consultation with the major professor, chooses an embargo period of either one, three, or six years. The request must be approved by the student's major advisor and submitted to the thesis/dissertation consultant in the Graduate School no later than the thesis/dissertation-submission-deadline.*

- **Feb 28: Discussion, APC voted and unanimously approved the revised language for Consequences of Non-Enrollment without Leave of Absence.**

*Consequences of Non-Enrollment without Leave of Absence: Graduate students who do not maintain continuous enrollment as stipulated in the Continuous Enrollment policy will lose their active student status. A student who has lost his or her active status without having been granted a Leave of Absence for the period of non-enrollment will not be allowed to continue in his/her graduate program until readmitted. (See policy below on Readmission for more details.). Students who have begun taking dissertation hours (course 600 Doctoral Research/Dissertation) must continually enroll in course 600 in spring, summer, and fall semesters (see Continuous Enrollment). If doctoral students taking dissertation hours do not enroll in at least 3 credit hours of course 600, the students will be retroactively enrolled in every semester of missed enrollment for 3 credit hours of course 600 Dissertation. Students will be responsible for paying the past tuition charges and fees as well as the current university per semester late registration penalty.*

### **Appeals Committee:**

The Appeals Committee reviewed three appeals during the 2018-2019 school year. After careful review, all appeals were denied and sent to Dean Thompson. Dean Thompson notified the students of the appeal decision.

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### **Curriculum Committee:**

The Curriculum Committee discussed the following major items at their fall 2018 and spring 2019 meetings:

#### **September 6<sup>th</sup> Meeting:**

*Curriculum proposals submitted for discussion: 1) College of Education, Health, and Human Sciences a) Course changes: added 1 course, revised 1 course. b) Program changes: revised program for Retail, Hospitality, and Tourism Management, PhD • There were slight edits to the proposal. 2) Haslam College of Business a) Program changes: revised Supply Chain Management, MS – to add two concentrations. • There were revisions to the wording to add clarity and consistency.*

#### **November 29<sup>th</sup> Meeting:**

Curriculum proposals from two colleges were submitted for review:

- 1) College of Education, Health, and Human Sciences
  - a) Course changes: added 12 courses, dropped 6 courses, revised 15 courses.
  - b) Program changes: • Department of Educational Psychology and Counseling o concentration added to the Education major, EdS (School Psychology concentration) o revised program requirements for: Educational Psychology and Research Major, PhD (Evaluation, Statistics, and Measurement concentration)
- 2) College of Nursing
  - a) Course changes: added 19 courses, revised 1 course
  - b) Program changes: revised Nursing Major, DNP – Nurse Anesthesia concentration
- 3) Courses Not Taught in Four of More Years Report

There are 89 courses listed on the report. From the 89 listed, 37 were marked to drop, 47 were marked to retain and 5 courses were not marked. After the Curriculum Committee reviewed the Courses Not Taught Report the following transpired: a) The 5 courses that were not marked (from College of Architecture and Design) were voted to retain as the justification was they wanted to discuss the courses at their college meeting. b) The courses listed below were marked by their departments to retain. But, because no clear concrete plan was indicated as to when the courses would be taught, the committee voted to DROP the courses – with the option that the departments may attend Graduate Council and give justification for retaining them. Mathematics (MATH) 538, Sociology (SOCL) 543, Recreation and Sport Management (RSM) 555, Nuclear Engineering (NE) 577

With the above action from the Curriculum Committee, the report now stands as follows: 48 courses to be dropped and 41 courses to be retained.

## **January 24<sup>th</sup> Meeting:**

At the January meeting curriculum proposals from all colleges were approved as presented for recommendation to Graduate Council.

## **Student Faculty Research Award Committee:**

The Student Faculty Research Award Committee discussed the following major items at their fall 2018 and spring 2019 meetings:

### ***Fall Applications:***

The fall 2018 SFRA call for proposals yielded 84 applications from six colleges and intercollegiate programs. The total funds requested was over \$370,000.00. With an annual budget of approximately \$106,000, plus \$18,000 in carryover money, we could not fund all requests. The committee conducted a rigorous review of the applications and funded 16 applications. At least one proposal from each college and intercollegiate program was funded. The total amount funded for fall 2018 was just under \$70,000.00.

### ***Spring Applications:***

The spring 2019 SERA call for proposals received 61 applications for the spring 2019 Student Faculty Research Awards. The committee received 61 applications. After a rigorous review 15 applications from 6 different colleges were funded.

## **Administrative Reports and Announcements:**

Below are some of the major administrative announcements made during the 2018-2019 Graduate Council meetings

The \$1M in GTA salary increases was distributed to colleges.

***Enrollment planning:*** Dr. Thompson gave a presentation to the deans and graduate associate deans on strategic graduate and professional enrollment planning. The Graduate School is looking at setting goals, targeting resources, and becoming strategic in how we move forward with recruitment and enrollment.

The Directors of Graduate Studies workshop was held Wednesday, October 10. Graduate and Professional Student Appreciation Week was held during the week of April 1 - 5, with great success.

The 3MT competition was held on April 3<sup>rd</sup>, 2019.

***Blueprint:*** The Graduate Blueprint is now available. The Graduate School released four of the five modules – the admissions, the enrollment, the support, and the success modules are available.

**The DGS Workshop** for Blueprint training was held on Wednesday, March 13th.

**The New Student Fellowships** offers have been made. Applicants have until April 15 to accept our offer.

The Graduate Council started to work on developing a Procedures Manual for the Council and sub committees. We plan to work on the Manual over the summer and present it to the Graduate Council in the fall semester.

### **Graduate Student Senate**

- GSS awarded \$50,000 to support graduate student travel.
- GSS Awards Ceremony and Breakfast was successfully held on April 5th.
- GSS had several social events throughout the year.
- A fundraising event for the Smokey's Pantry 5K was held on March 28<sup>th</sup> in coordination with Jimmy Jones on Cumberland.

*Details of the GC discussions and voting results may be found in the Graduate Council's meeting minutes at: <https://gradschool.utk.edu/faculty-staff/graduate-council/>*