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Graduate Council Minutes

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10-17-2002

## Graduate Council Minutes - October 17, 2002

Graduate Council

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Members Present

Stephen Blackwell, Sherry Cable, Edward Caudill, Kathleen Davis, Wayne Davis, Ray DeGennaro, Charles Feigerle, Greer Fox, Paul Frymier, Nan Gaylord, Thomas George, David Golden (for Robert Auge), Carol Harden, Roxanne Hovland, Majid Keyhani, Vena Long, Anne Mayhew, Sam Morton, Naima Moustaid-Moussa, Stefanie Ohnesorg, Linda Phillips (for Barbara Dewey), Mary Rogge, Marlys Staudt, Thomas Turner, Gretchen Whitney, Luther Wilhelm, Handel Wright.

The Graduate Council was called to order at 3:08 PM, in the Board Room, 8th Floor Andy Holt Tower, by Chair Majid Keyhani.

1. Minutes of the Preceding Meeting

The minutes of the September 5, 2002 meeting were approved, with the correction to the effective date for curriculum changes for the College of Law, as documented in Appendix A.

2. Committee Reports

▪ Academic Policy

Dr. Wayne Davis (Chair) reported that the committee recommends a slight revision to the "Senior Requesting Graduate Credit Form," emphasizing that senior privilege is extended only to those students working towards a first bachelor's degree. This qualification has always existed but was not explicitly stated on the request form.

The committee also requested that Graduate Council approve their recommendation to restrict graduate students from registering for more than 15 credit hours in a non-degree status. Upon reaching the 15-credit limitation, students must be duly admitted into a degree program. Exceptions to this new policy would be handled on an individual basis. "Lifelong learners" or other students who do not wish to pursue a degree will be encouraged to register as non-degree-seeking undergraduates. (See Appendix B for complete information.)

Following some points of clarification, both recommendations were approved as presented.

▪ Appeals

The Appeals Committee report was presented during Closed Session.

▪ Credentials

Dr. Kathleen Davis (Chair) presented the report from the Credentials Committee. Those faculty members approved to direct doctoral dissertation research are as follows:

<u>Faculty Member</u>	<u>Academic Department</u>	<u>Approval Period</u>
Blalock, Benjamin	Electrical/Computer Engin.	Until tenure decision
Bond, Robert	Mech./Aerospace Engin.	Until tenure decision
Ding, Fong-Yuen	Industrial Engineering	Until tenure decision
English, Anthony	Mech./Aerospace Engin.	Until tenure decision
Freeman, Jeff	Mech./Aerospace Engin.	Until tenure decision
Harkrider, Ashley	Audiology & Speech Path.	Until tenure decision
Kaplan, Jonathan	Philosophy	Until tenure decision
Kasra, Mehran	Mech./Aerospace Engin.	Until tenure decision
Kong, Dongjoon	Industrial Engineering	Until tenure decision
Kress, Reid	Mech./Aerospace Engin.	Until tenure decision
Lumsdaine, Arnold	Mech./Aerospace Engin.	Until tenure decision
Nebenfuhr, Andreas	Botany	Until tenure decision
Reidy, David	Philosophy	Until tenure decision
Mulay, Shashikant	Mathematics	Until cumulative review

Graduate Council approved the report.

▪ Graduate Deans Group

Dr. Edward Caudill (Chair) indicated that the group had no action items for review/approval.

▪ Graduate Student Association

Mr. Sam Morton, GSA President, deferred to Dean Anne Mayhew for a report on graduate student health insurance.

### 3. Announcements

#### ▪ Report of the Dean

Dean Mayhew spoke about the plans for graduate student health insurance. Official approval for the plan is anticipated on Tuesday, October 22; the start date will be Fall 2003. As proposed, all graduate assistants employed at 25 percent time or above will automatically be enrolled in a health insurance plan with all premiums to be paid by the University. Coverage will be limited to employed students only; spouse and dependent coverage will be available for purchase. For those students already enrolled in a health plan, this insurance will serve as additional coverage; no other "perks" will be considered in lieu of the insurance package.

Student Health Services will serve as the insurance program's "gatekeeper," an efficient way to keep premiums as low as possible. The company selected for this service is Mega Life.

Dr. Mayhew expressed her gratitude to Denise Barlowe and her committee for their outstanding work on this issue. She noted, as well, that the insurance should prove to be a valuable recruiting tool. Mary Papke is currently working on a graduate recruiting pamphlet, which will include this information.

Dean Mayhew reported briefly on the outcome of the Fellowship Advisory Committee. For the 2002-2003 academic year, the Smith and Spivey graduate fellowships will be used exclusively for recruitment purposes. Details will be forthcoming in the next several weeks.

Reminder: A training session for graduate coordinators will be held in the University Center (Room 226-227) on Wednesday, November 6, at 1:30 PM. This open forum should prove helpful to coordinators and staff members. Please contact Mary Papke at [papke@utk.edu](mailto:papke@utk.edu) to reserve a space. (See Appendix C for further information.)

Lastly, Dean Mayhew updated the Council on the situation with GRE scores from China, Hong Kong, Taiwan, and Korea. All 2001-2002 scores from those countries were severely compromised by a major security breach, rendering them suspect. As of the November 23, 2002 administration date, computer testing will be replaced by single-use paper questions, and security will once again be assured.

CLOSED SESSION

Dr. Charles Feigerle presented the Appeals Committee report on the September 27, 2002 student hearing. Panel members were Charles Feigerle, Chair, Roxanne Hovland, Samuel Morton, III, Stefanie Ohnesorg, and Mary Rogge.

The student complaint focused upon the rejection of his dissertation by his committee. While he did not withdraw his appeal, the student acknowledged prior to the hearing that he no longer believed his committee had violated any policies in regard to his situation. He requested that the committee grant him an extension (his third) to complete and defend his dissertation, a request outside the parameters of the Appeals Committee. Under the circumstances, the appeals panel unanimously voted that the appeal was without merit.

Graduate Council approved the report.

The Graduate Council adjourned at 3:56 PM.

Respectfully submitted,

Bonnie L. Hinds

Secretary to the Council

<p><b>NEXT GRADUATE COUNCIL MEETING: Thursday, December 5, 2002 3:00 PM 8th Floor Board Room/Andy Holt Tower</b></p>
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Appendix A: **G7a and G8a**

October 14, 2002

***memorandum***

To: Monique W. Anderson, Associate Dean and University Registrar

From: Brenda Rayman, Catalog Editor

On pages G7 and G8 of the September 5, Graduate Council minutes, please make the following changes effective **SPRING 2003** (instead of Fall 2003):

**COLLEGE OF LAW**

Add:

**946 Business Law Clinic (6)**

**947 Prosecution Externship (6)**

**995 Transactions: The Tennessee Journal of Business Law (1-2)**

Revise course title:

**854 Investigatory Criminal Procedure (3)**

Revise course title and description:

**855 Adjudicatory Criminal Procedure (3)**

Revise credit hours and description:

**935 Gratuitous Transfers (3)**

**960 Employee Benefits Law (2-3)**

Revise registration restriction:

**905 Advocacy Clinic (6)**

**Appendix B: NON-DEGREE ADMISSION**

(As approved by the Graduate Council -- October 17, 2002)

Applicants may apply for non-degree status who, for example:

- i. need additional time to fulfill application requirements for a degree program.
- ii. do not wish to pursue a degree program.

Minimum requirements (see Admission Requirements) must be met for admission to non-degree status. Some departments do not permit non-degree students to register for graduate courses (see Majors and Degree Programs chart for information on restricted programs).

A major area must be declared if the intent is to seek an advanced degree. If no degree is desired, a major area need not be declared. Students anticipating long-term enrollment as non-degree students are advised to apply as undergraduate students in non-degree status.

Before accumulating 15 hours of coursework in graduate non-degree status, the student must apply and be admitted to a specific degree program (see Revision of Admission Classification for procedures).

A maximum of 15 graduate hours may be taken in graduate non-degree status. If admitted into a degree program, no more than 15 graduate hours may be applied toward a graduate degree, if approved by the student's committee. Courses applied toward any graduate degree must fall within the time limit specified for the degree.

Every graduate student must meet with an academic advisor at least once each semester to discuss his/her program. For non-degree students with a declared major, the advisor must be from the appropriate academic unit. If no advisor has been assigned, the department head or designee is the advisor. For a non-degree student who has no declared major, the Dean of Graduate Studies, or designee, is the advisor.

A student must maintain a 3.0 grade point average to continue enrollment in non-degree status (see Academic Standards).

Admission to non-degree status does not constitute admission to a degree program. The student who seeks to enter a degree program will be directed to the appropriate department.

An international student on a non-immigrant visa may not enroll in the non-degree status.

PROPOSED EFFECTIVE DATE: FALL 2002



**Appendix C: GRADUATE COORDINATOR TRAINING (NOV. 06, 2002)**

Date: Mon, 07 Oct 2002

From: Anne Mayhew, Dean of Graduate Studies

To: Deans, Directors, Department Heads

Departmental directors or coordinators of graduate studies or their representatives are invited to attend an information meeting and open forum on November 6 at 1:30 in UC 226-227.

Anne Mayhew, Dean of Graduate Studies, will discuss recent changes in policy and best practices in graduate administration. The Dean and the staff of Graduate Student Services are particularly interested in hearing suggestions about ways to improve graduate studies services and the overall graduate experience at the University of Tennessee. Please respond via email to Mary E. Papke, administrative intern in the Office of the Provost ([papke@utk.edu](mailto:papke@utk.edu)), with the name of the representative(s) who will attend the meeting and any issues or topics that should be addressed.