

Graduate Associate Deans Meeting (Virtual)

July 9, 2020 – Minutes

<https://us02web.zoom.us/j/85014260905?pwd=aHFnTHpPK1NWRnlQT3BYa0orV01NQTO9>

Attending

Members: Dixie Thompson (Vice-Provost & Dean), Todd Moore (Arts & Sciences) Virginia Kupritz (Communication & Information), Jeffrey Fairbrother (Education, Health & Human Sciences), Bruce Behn (Haslam College of Business), Charlie Noble (Haslam College of Business),), John Stier (Herbert College of Agriculture), Sadie Hutson (Nursing), Teri Durbin (Nursing), Ozlem Kilic (Tickle College of Engineering), Sherry Cummings (Social Work) David Anderson (Vet Med), Stephen Kania (Vet Med),

Ex Officio & Guests: Yvonne Kilpatrick (Graduate School), Sean Hendricks (Graduate School), Ernest Brothers (Graduate School), Millie Cheatham (Graduate School)

- I. **Open and Welcome** – Dixie Thompson
- II. **Approval of Minutes** – April & June Approved
- III. **Graduate School Updates**

Issues Impacting International students

- Many of our international students may need to consider a deferment if they do not have their visa by now. If they already have their visa and can travel, because they are coming from outside the US, they will have to self-isolate when they get here. Please help them plan accordingly.
- Yvonne shared there is a higher number of people asking to have their admissions delayed. If they are deferring, we need documentation from the student about their planned date of attendance. A forwarded email from the department will suffice.
- Discussed issues related to students who left the US and are having difficulty getting back. If a Leave of Absence is needed, contact Sara Bradberry to try to help find a solution.
- **New Guidance from Immigration and Customs Enforcement (ICE)** – We plan to start the term in a hybrid model. Students can have more than one class online, **but they have to have at least one class that is face to face or hybrid.** When schedules are set, a report will run to identify students who have a fully online schedule. We will then reach out to departments and the student to help find a hybrid or face to face option for them. Note that 500/600 have always been considered compliant with ICE regulation and we will continue to operate that way. Communication will be going out to students on Monday to review their schedules.

- Those needing a current I20 should reach out to Center for Global Engagement.

COVID & Off-Campus Activities Related to College Experiences

Discussed issues around graduate students engaged in off campus activities that are related to their college experiences (such as clinical placements, research sites, etc.) We want to be consistent about guidelines for experiential learning.

It was agreed that in some areas, these placements were going to be difficult this year. Some of the solutions/processes discussed and/or in place by the colleges included:

- Creating a checklist of best practices
- Hiring a field director or coordinator to oversee the process
- Waiving risk (optional, but decided not really conducive to what we want to achieve)
- External agency forms/requirements

GTAs/GRAs

- Discussed several items related to assistantships:
- Impact on assistantship positions for fall because students not able to come to US
- Needs of instructors working on converting courses to online/hybrid for the fall; resources to help with technology.
- Question raised about a fall survey coming from administration to students. Will that involve graduate students? Sean will check.

Other

- We will ask be asking departments to update the lists related to delayed graduation in the fall.
- New Graduate Student Orientation will be August 10, and the New Graduate Teaching Assistant Orientation will be August 11. Help us encourage students to attend. It will be a virtual platform this year.

Meeting adjourned.