

THE UNIVERSITY OF TENNESSEE

February 20, 2025

Members present: Laursen, S. (Graduate Council Chair), Akerman, J., Alshibli, K., Aydeniz, M., Ayo, A., Bettaieb, A., Castillo-Rodriguez, M., Crowley, J., Dhar, M., Down, I., Fathy, A., Finotti, L., Gibbons, M. (proxy, attending for A. Love), Han, L., Hembree, D., Hewett, K., Higgins, P., Hines, Holztrager, J., M., Kaplan, G. (Graduate Council Chair-Elect), Lang, M., Lucio, R., Marshall, S., Maslar, D., McCord, R., Mills, J., Montgomery, K., Ohnesorg, S., Okafor, C., Ownley, B., Oyetunji, I. (Graduate Student Senate President), Palies, P., Patrick, J., Penney, J., Rocconi, L., Rosenbaum, B., Skinner, C., Su, S., Summers, J., Wang, T., Wilson, D., Zhang, Z.

Ex-Officio members present: Ambroziak, K., Anderson, D., Cahill, K., Cathey, A., Cho, M., Danquah, M., Dzikus, L., Higdon, M., Lane, I., McConville, B., Mercer, H., Odoi, A., Scheb, J., Tran, L., Truster, T.

Other attendees present: Graduate School: Brothers, E., Bruner, M., Cathey, A. (Interim Dean), Collins, C., Favier, G.; GSS Liaison, Jakel, N.; Graduate Council Liaison, Cox, C.; Distance Learning: Gramling, J., Steele, J.; Browning, A. (SACSCOC).

College/Unit attendees: College of Arts and Sciences: Mitchell, L., Cox, C.; College of Education, Health, and Human Sciences, Slaton, L.

1. Call to Order and Welcome (Siris Laursen)

The Graduate Council Zoom meeting was called to order by Graduate Council Chair, Siris Laursen on Thursday, February 20, 2025, at 3:00 p.m.

2. Minutes of the Preceding Meeting

Laursen reported the November 21, 2024, Graduate Council Minutes were approved electronically on January 10, 2025.

3. Committee Reports:

Academic Policy Committee (Amy Cathey, Interim Dean reported for Adam Love, Chair) - **Attachment 1**

Cathey reported 2 proposals came forward for discussion and vote. One item came forward for discussion and to update the interpretation of practice in the Graduate Admissions process. APC voted to approve all proposals.

1. Add/include the Duolingo English proficiency test as an acceptable English proficiency test for admission to the Graduate School.
2. UT Employee/Conflict of Interest. Proposal to remove the UT Employee Review Requirement and policy from the admissions application process and the UT Graduate Catalog.
3. Update the interpretation of "equivalent 4-year bachelor's degree" to include 3-year bachelor's degrees that are deemed to have "US equivalence" to a 4-year degree by an independent degree credentialing service.

Discussion: No questions or discussions came forward. With no discussion or questions, a poll was launched to approve all three (3) proposals as presented.

Poll voting results: Approved with 2 to abstain.

Appeals Committee (Greg Kaplan, Chair) - No appeals came forward for Appeals Committee to review.

Curriculum Committee (Mehmet Aydeniz, Chair,) – **Attachment 2**

For the Cycle 4 Curriculum submissions, the Graduate Curriculum Committee reviewed 678 proposals. Proposals were reviewed from the following colleges and/or units.

Herbert College of Agriculture, College of Architecture and Design, College of Arts and Sciences, Haslam College of Business, College of Communication and Information, College of Education, Health, and Human Sciences, College of Emerging and Collaborative Studies, Tickle College of Engineering, College of Law, Natalie L. Haslam College of Music, College of Nursing, College of Social Work, College of Veterinary Medicine, Bredeesen Center, Comparative and Experimental Medicine.

For each college/unit, the proposals were reviewed and if needed, discussion and information were presented for explanation or clarification.

Those 678 proposals were presented as shown in the Curriculum Report (Attachment 2).

Curriculum Proposals: outcome

- Each college's proposals were reviewed. After any discussion or clarification, a poll was launched to vote to approve, not approve, or abstain. All proposals were approved as presented.

The Graduate Curriculum report moves forward and is recommended to Graduate Council for approval.

Poll was launched for Graduate Council to vote to approve the Graduate Curriculum Report.

Poll voting results: Graduate Council voted to approve (3 abstained) the February 6 Graduate Curriculum Committee Report.

Graduate Student Research Awards (Amy Cathey, Interim Dean)

- 84 completed applications were received
- The applications will go to the GSRA committee members for review on Tuesday, February 25.

4. Administrative Reports and Announcements:**Dean's Update** (Amy Cathey, Interim Dean)

- Thank you for approving the APC policy changes. More proposals will come forward as we continue to work on making Graduate School processes more efficient and effective.
- Reminder of Strategic Enrollment Plan (SEP 2030) – will include both undergraduate and graduate student target enrollment.
- Review of Graduate Associate Deans Meeting
 - Challenges and opportunities related to Graduate Assistant funding/stipends for grants and contracts. The Graduate School has received several student and department questions over the past few weeks, and we discussed perspectives and suggestions about ways to encourage grant applications and research activity. What can be changed so that the minimum stipend does not create an impediment?
 - Challenges related to federal news that impacts grant funding. We know this is an uncertain and challenging time. University guidance is to continue with business as usual unless you have received specific instruction otherwise. ORIED is holding office hours to support faculty and staff with questions. Please remember to show compassion to the graduate students as the uncertainty is impacting them greatly.
 - Graduate Student Senate feedback. As you know, the Graduate Student Senate is a well-run and thoughtful organization that advocates for the needs and concerns of graduate students. We discussed two concerns raised by this group – variation in leave policy (time off) for graduate assistants across units and variation in expectations of total working hours for GAs.

Discussion about graduate students and their work as GRAs and GTAs.

- Both faculty and graduate students need to work together to bridge the gap of understanding and expectations of the work to be done as GRAs and GTAs. There may be some confusion about the expected work when working on a grant/contract. A grant is not a scholarship. Work must be done.
- The best practice is to communicate the expectations and requirements when the assistantship is accepted. This would benefit both the faculty member and the student as to what is expected.
- It was reported that a graduate student on a half-time (50 percent) assistantship is expected to work 20 hours per week for the unit/department for which they received the assistantship. Their coursework and their own research are separate from the assistantship.

Graduate Student Senate Update: Nick Jakel (GSS Coordinator) presented the GSS report

Hello everyone. I am Nick Jakel from the Graduate School. I am the GSS Coordinator and will present the GSS update today.

- At the end of the fall semester, we hosted a successful collaborative holiday celebration event with the MGSO. GSS also worked with student engagement to offer free ice-skating tickets for the rink in Market Square.
- We had our first senate session of the spring semester earlier this month. Interim Dean Cathey was able to introduce herself to the senate. Our next meeting is March 3rd and Chancellor Plowman will be joining.
- We also had our final senate session of the fall semester earlier this week and had great dialogue on a variety of topics.
- Some Good News - You may remember that early in the year we were asking about any information that you had about prayer or meditation spaces in your areas. Based on your support and the work of staff, the UT map has a category called "meditation spaces" and it can be found under "student success resources" and now correctly lists the 3 prayer and meditation spaces on campus.
- GSS also had the opportunity to meet with the candidates for the Dean of the Graduate School.
- Not so good news: our verbal request to have a Microwave in the Grad Commons was denied by the library due to fire and cleanliness concerns.

GSS Initiatives

GSS is currently running a survey about grad students' usage of dental and vision insurance and health insurance for their dependents, and any interactions with the Student Health Center on campus. Students can visit tiny.utk.edu/gssinsurance to take the survey - we will likely close it before the end of the month.

GSS's award process is underway! Please take a moment to nominate grad students for these awards, which recognize their outstanding achievements along with faculty and staff support, and outstanding grad student orgs. Nominees will receive a certificate during GSS's Appreciation Brunch on Monday, April 7 - the first day of Graduate and Professional Student Appreciation Week (GPSAW) which runs from April 7-11. Please visit our [website \(gss.utk.edu/gss-awards/\)](https://gss.utk.edu/gss-awards/) for more information on the nomination process.

GSS Election

Information on how to apply for the President and Vice President roles are available on our [website](#) now through March 27. Additionally, each academic unit is represented by 1-2 graduate student senators - we are encouraging students to talk to their [current senator\(s\)](#), departmental grad student association, or [director of graduate studies](#) if you are interested in representing your colleagues on the GSS. However, if you know of a student who you think may be a good fit to represent your department or lead GSS please encourage them to apply or reach out to us if they have any questions or may be interested.

GSS events

- March 5: Karaoke at Knox Box, from 7-8 PM. Dinner will be provided for the first 30 attendees! Visit the [GSS website](#) for more information.
- March 18 from 7-8pm! Destress with GSS. On Tuesday, March 18 from 5-8 PM., at the Sugar Queen Creamery in South Knoxville, there will be ice cream as well as relaxing arts and crafts! This will be a time over spring break for graduate students to come hang out and relax.
- April 11: Event at Main Event in West Knoxville with MGSO.
- May 3: GSS is hosting a 'Pizza and Pickleball' event on Saturday May 3rd at the tennis courts on campus.

Events for graduate students - hosted by CSE

Verbal summary - student engagement is hosting a few events for graduate students - the first is at an escape room, the next one is goat yoga, and lastly they will be offering tickets to the ice bears. This semester they're trying a new approach and charging students \$5 to encourage students that RSVP to follow through with attending. More details about these events can be found in the written report.

Grad Night at Breakout Games

Love real life puzzles?! We've got just the event for you! The Center for Student Engagement will be renting out a large number of rooms at [Breakout Games in Knoxville](https://www.breakoutgames.com/) on Thurs. Feb. 27 at 7pm. It will be \$5 per student with reservations and payment available to be made on Volconnect! Reserve your spot now by heading over to tiny.utk.edu/breakoutgames. Spots are limited and more information will be emailed to those who RSVP.

Goat Yoga at Pygmy Harbor Farms

Join the Center for Student Engagement for a goat yoga session at [Pygmy Harbor Farms](https://www.pygmyharborfarms.com/) on March 29! \$5 will reserve you a spot in the yoga class (typically a \$30 ticket) and the ability to have a unique goat yoga experience! Tickets are limited and available while supplies last! More information will be emailed out to ticket holders closer to the event. You can purchase tickets now at: tiny.utk.edu/gradgoatyoga

Grad Night at the Ice Bears

Join the Center for Student Engagement for another awesome evening with the Ice Bears on Friday April 4! More ticket information and details will be available in early March. Stay tuned!

S. Laursen: I think GSS should promote common spaces for graduate and professional students to improve the feeling of belonging. To have a space away from labs and workspaces to allow students to relax, talk, share their research, and congregate. If you know of areas around campus where those spaces are available, if you make a list and share with us, we will help with getting those spaces available. We are thinking about this in the College of Engineering, and I believe this will be good to have similar spaces in other areas across campus. This could also be helpful and beneficial to online students.

Graduate Council Chair (Siris Laursen)

From other meetings I have attended, parking continues to be a problem. Derek Alderman (Faculty Senate President) and I are meeting and discussing how we can get better responses and feedback. We are continuing to lose parking spaces with no talk of replacing them. We had significant discussions about after-hours parking, where people will now be charged for after-hour parking on campus. There is significant pushback from people who are doing outreach or performances in the evenings and how paying for parking will affect attendance. We have a mission to serve the community and charging the community to attend is not serving them. Instead of highlighting the problems, we need serious discussions about how we might alleviate some of the problems being caused.

Because of the current climate, I believe we need to do more to emotionally and mentally support our graduate students. I am requesting and suggesting that we send a simple message to our graduate students. Something as simple as, "UTK has your back" or "Stay strong and encouraged." No specific details. Just words of encouragement. Nothing that UTK could be legally held to. Just a simple campaign of support. Just to show our students they are not alone and that we support them. I am going to bring this forward at the next Senate Executive Committee meeting.

Mentoring for doctoral students. I would like to charge the Graduate Student Senate to talk and start developing a data set that will give us an idea of the perceived quality of the mentorship that is being received. Mentoring is a critical aspect of graduate education. This is a perception question, "how do our doctoral students "feel" about the mentorship there are receiving?"

Does anyone have an update on the child-bearing leave or where that is in the ranks of discussion?

Amy Cathey: It is in the General Councils now for review.

Are there any items from the floor?

Question:

If you are a staff member and have been admitted to an online program, what is the process to obtain and receive the UT fee waiver? I was in a discussion where the staff member said she had to pay taxes because she did not realize there was a second form that should have been completed to avoid the taxes.

Marla Bruner: I will contact the Bursar's Office and get details and more information.

Also, for staff who are getting online master's degrees, could there be more transparency about the fees that will be charged when in an online program?

Marla Bruner: That speaks directly to differential tuition for different programs. Standard tuition is covered. Anything above and beyond that (for residential or online) might be assessed. This is something that should be clear in our HR policy for staff members. Also, in the onboarding materials for students being admitted to those programs they should be made aware.

From the UT System Employee Central Hub see:

[Employee Assistance and Fee Waiver](https://liveutk.sharepoint.com/sites/UTBenefits/SitePages/EMployee-Assistance-and-Fee-Waiver.aspx) at <https://liveutk.sharepoint.com/sites/UTBenefits/SitePages/EMployee-Assistance-and-Fee-Waiver.aspx>

Siris Laursen:

We had a discussion last semester about graduate student termination, specifically about having documentation. It is not policy, but highly recommended that all departments and units begin to implement a yearly analysis of their graduate students that is documented. By doing this, both the students and the department are aware of the students' progress, and if needed, to show where there are deficiencies. Then give a timeline of how to address the deficiencies.

Amy Cathey: student termination

If a student is not performing as expected and there is talk of a termination, please note the steps to follow:

- 1) Notify the Graduate School immediately.
- 2) The Graduate School will work with the department, Provost Office, and General Council to get that process going.

Marla Bruner

If you are thinking about terminating a student from their position (to stop their Stipend and/or prevent them from working in the space they have been working in) – that is considered a termination and we must follow the rules in Hill Topics. This is not Graduate Catalog policy. This is policy in Hill Topics about how to terminate student employees.

A department can request a student move from one research group to another. Communication should be given to the student as to why they being moved (better aligns with their research). This is an academic move where the department can decide. But anytime a process impacts the assistantship, then the procedures in Hill Topics must be followed.

Marla Bruner: I am drafting a Graduate Assistant Handbook that pulls information and policies from Hill Topics, HR, and from the Graduate Catalog. The Handbook is currently being vetted with different groups to get their feedback. I made notes from the discussions we had today and will include that information in the Handbook. The Handbook will include an updated offer letter template that will include information about termination. When completed, hopefully by Fall, I will share the Handbook with the departments.

Any other questions or comments?

With no items coming forward, the meeting is adjourned.

The meeting was adjourned at 4:50.

Respectfully submitted,

Catherine Cox
Graduate Council Liaison

Attachment 1**REPORT OF THE ACADEMIC POLICY COMMITTEE MEETING****Thursday, February 13, 2025****3:30 – 5:00 p.m., Zoom Meeting**

Committee members present: Jenny Crowley, Ian Down, Maria Castillo Rodriguez, David Maslar, Jennifer Patrick, Iyanuoluwa Oyetunji, (GSS President).

Other attendees: Amy Cathey, Marla Bruner, Carl Collins, Catherine Cox, and Grace Favier (Graduate School), Greg Kaplan (Graduate Council Chair Elect), Siris Laursen (Graduate Council Chair), and Phyllis Thompson (Graduate Council Past Chair).

Call to order: APC Chair, Adam Love was absent. Amy Cathey (Interim Dean), called the meeting to order at 3:30 p.m., and welcomed those in attendance.

Two proposals are on the agenda for APC discussion and vote. The third item is coming forward to update the interpretation of the current practice.

4. Add/include the Duolingo English proficiency test as an acceptable English proficiency test for admission to the Graduate School.
5. UT Employee/Conflict of Interest. Proposal to remove the UT Employee Review Requirement and policy from the admissions application process and the UT Graduate Catalog.
6. Update the interpretation of “equivalent 4-year bachelor’s degree” to include 3-year bachelor’s degrees that are deemed to have “US equivalence” to a 4-year degree by an independent degree credentialing service.

The two policy changes will improve the admissions review process and will likely send more applications for review to your department.

Admissions Process: The office of Graduate Admissions reviews each application to make sure the application meets the set of UT minimum requirements for admission. If the application meets those requirements, the application(s) are sent to the department for review and decision. Two proposals coming forward today for review are restricting the number of applications that the department can review.

1. Proposal: Add/include the Duolingo English proficiency test as an acceptable English proficiency test for admission to the Graduate School.

Current language in the Graduate Catalog.

Edits: yellow highlight shows text to be added. Gray highlight with strikethrough shows deleted text.

English Certification

An applicant requesting admission to the Graduate School may be required to submit results of the Test of English as a Foreign Language (TOEFL), ~~or~~ the International English Language Testing System (IELTS), **or the Duolingo English test**. Minimum score requirements for admission to the Graduate School are:

- a total score of 80 on the internet-based TOEFL (iBT),
- a total score of 550 or equivalent on the paper-based TOEFL (PBT), or
- a 6.5 overall band score on the IELTS,
- **a total score of 120 for Duolingo.**

Rationale/justification: The TOEFL iBT and IELTS Academic tests are becoming less accessible to students due to the need for travel to testing centers and financial constraints. Duolingo is a secure, online test that is far more accessible. Most SEC institutions utilize Duolingo with scores set between 110-120 with great success.

Implementation: UT will set the score requirement to be 120 for a pilot year. The 120 score converts to a TOEFL iBT score of 87-92 (UT requires an 80) and an IELTS Academic score of 6.5 (UT requires a 6.5). For immediate use, students will be required to send their official scores directly from Duolingo to the Office of Graduate Admissions. For future use, the office will consider API connections to automatically upload and verify scores from Duolingo once students request scores.

Discussion: The discussion was positive for Duolingo. Two faculty members were very pleased to see that UT is including Duolingo English test. With no further discussion, APC will vote to include the Duolingo English Test.

Poll results: Unanimously approved.

2. Proposal: Remove the UT Employee Review requirement and policy from the admissions application process and the UT Graduate Catalog. This proposal will remove the two paragraphs shown below in gray highlight with strikethrough.

Current language in the Graduate Catalog.

Edits: yellow highlight shows text to be added. Gray highlight with strikethrough shows deleted text.

Admission for Faculty and Staff

If admitted to graduate study, members of the faculty or staff located in Knoxville may take courses as graduate students. UT System policy [HR0330](#) addresses the educational assistance that is part of the employee benefit package.

~~Faculty members of UT at the rank of lecturer or above will not normally be admitted to a degree program at UT. Exceptions may be granted on an individual basis upon petition to the Dean of the Graduate School. Petitioners must present their request in writing, providing adequate assurance that the residence requirement will be met and that there will be no conflict of interest. Written endorsements must be provided by the respective deans and department heads of the units in which members are employed and in which the degrees are to be pursued.~~

~~Non-faculty UT employees who pursue graduate education are governed by the same application and registration rules as other applicants, except in the case of an employee applying to a program housed in the same department where employment resides. In this case, the employee must submit a written endorsement from the department head outlining how potential conflict of interest will be addressed.~~

Rationale/justification: The UT Employee Review process is intended to ensure there are no conflicts of interest for UT employees who are also enrolled in graduate programs. The current process is manual and requires review at several university levels, which creates obstacles for students, faculty, and staff. Resolution of conflicts of interest is understood and expected with current academic honesty policies, faculty guidelines and expectations of professionalism. As a result, the current process is an unneeded step that slows the admissions process for UT employees. A summary of the steps in the current process is below:

- 1) Staff members applying to a program within their department of employment.
 - a. Needs a letter of endorsement from the department head of the academic department.
- 2) Non-faculty research staff applying to a program within their department of employment.
 - a. Needs a letter of endorsement from the department head of the academic department.
- 3) Faculty members applying to a program outside their department.
 - a. Needs a letter of endorsement from:
 - i. The Dean where the faculty is employed,
 - ii. The Department Head where the faculty is employed,
 - iii. The Dean where the applicant intends to study, and
 - iv. The Department Head where the applicant intends to study.
- 4) Faculty members applying to a program within their department.
 - a. Needs a letter of endorsement from:
 - i. The Dean where the faculty is employed and intends to study, and
 - ii. The Department Head where the faculty is employed and intends to study.

All endorsement letters must be submitted and reviewed by the Vice Provost & Dean of the Graduate School before the Office of Graduate Admissions and faculty partners can review the application. This becomes especially difficult for applications submitted over holiday breaks and during the summer semester.

Implementation: The application will be updated to remove the admissions checklist associated with the "Are you employed at the University of Tennessee?" question. Any student currently in review will be reviewed and completed

for data and processing consistency. Once the question is removed, new applications will no longer be required to submit letters of endorsement or be reviewed for conflicts of interest.

Discussion: It was determined this requirement is out of date. If in the future, it is decided that a layer of approval should be required, then a policy can be adopted at that time. It was noted there is a layer of approval, because if a UT employee gets admitted, then to get the fee waiver, the department head must sign the fee waiver. This would ensure that the department has knowledge of admission.

Poll results: Approved with 1 to abstain.

International 3-year Bachelor's Degrees

3. **Proposal:** Update the interpretation of “equivalent 4-year bachelor’s degree” to include 3-year bachelor’s degrees that are deemed to have “US equivalence” to a 4-year degree by an independent degree credentialing service such as AACRAO Edge.

This proposal is to update the practice of considering "US equivalence" as quality equivalence and not a length of time equivalence (four years). There is no change in catalog language. If approved this just updates the practice.

Current language in the Graduate Catalog Admission Requirements for International Students

For admission to a graduate program, an international student must have an equivalent 4-year bachelor’s degree with at least a 3.00 on a 4.00 scale on all previous coursework or a 3.30 on a 4.00 scale on all previous graduate work. Grading systems other than the 4.00 scale are evaluated, upon receipt of transcripts, in accordance with standard practice. Programs may require a higher average GPA for admission. Applicants with work experience or who are entering graduate study after a number of years away from an educational institution, usually five years, will be given consideration with greater flexibility relative to GPA. An international student graduating from a United States institution must meet the same requirements as those for domestic students.

Rationale/justification: The current practice is to consider “US equivalency” as a length of time (four years) instead of a quality equivalence.

Current policy: For admission to a graduate program, an international student must have an equivalent 4-year bachelor’s degree with at least a 3.00 on a 4.00 scale on all previous coursework or a 3.30 on a 4.00 scale on all previous graduate work.

The current practice is as follows: A student with a B.A. from the University of Oxford in the United Kingdom applies to the University of Tennessee with a 3-bachelor’s degree. Since the student does not have a fourth year to equate the length-of-time of study needed, the admissions team will ask the student if they have additional education, such as a certificate or diploma, and even graduate coursework (at times, 3 years of undergraduate plus 1 year of graduate coursework is taken). Suppose the student does not have another year of coursework. In that case, the student will be denied, even though the University of Oxford is the fourth-ranked university in the world, according to US News & World Report.

Many international institutions award 3-year bachelor’s degrees that are the quality equivalent to US bachelor’s degrees, especially after the Bologna Process. The current practice is an obstacle to students, doesn’t allow for holistic admissions, and is a holdover of old ideals of international degrees and a lack of experience, technology, and partner organizations to determine quality equivalency.

*Important note: Accredited third-party evaluation organizations consider quality *and* whether the degree sets students up for graduate coursework in their home country. AACRAO Edge is the leading expert in equivalencies for institutions.

Implementation: The reinterpretation would allow 3-year bachelor’s degrees to satisfy the Graduate School’s international bachelor’s degree equivalency policy if the 3-year bachelor’s degree is determined to be quality

equivalent after an admissions review. The departments may be more selective and restrictive as to whether the degree is acceptable for admission to their program.

The Graduate Admissions team will utilize AACRAO Edge, a subscription service and database, to search for international credentials. AACRAO Edge provides information on international credentials and their equivalency to US 4-year bachelor's degrees. In addition, AACRAO Edge provides "ladders" to show the progression of education credentials from the lowest to highest degree attainment in countries.

For the Graduate School's review before being sent to faculty, credentials will be reviewed for quality equivalence based on AACRAO Edge's research, and the degree will be determined if it is fit for graduate coursework in the home country. If the degree is determined to be equivalent and fit for graduate coursework in their country, the application will proceed to the faculty for review. The admissions team will make note that the student has a 3-year bachelor's degree. The faculty reviewing the admissions file will determine if it meets the qualifications for their program. This will also update the practice for admissions in SLATE.

Discussion: There was rich discussion and positive feedback from APC and examples of where this will be a benefit for some students. It was also mentioned this new interpretation does not affect the admissions process at the department level. This approval will allow admissions to move the file to the department where the department will review and make their decision. It is still the department's decision to review the file and, based on their admission policy, to make the decision to admit or deny the applicant.

Poll. APC voted to approve the new interpretation to allow a 3-year bachelor's degree to satisfy the Graduate School's international bachelor's degree equivalency policy if the 3-year bachelor's degree is determined to be quality equivalent after an admissions review.

Poll results: Approved with 1 to abstain.

With no further items for discussion, the meeting ended.

The meeting adjourned at 4:10.

Respectfully submitted,

Catherine Cox
Graduate Council Liaison

*Attachment 2***REPORT OF THE Cycle 4 GRADUATE CURRICULUM COMMITTEE MEETING****Thursday, February 6, 2025****3:30 – 5:00 p.m., Zoom Meeting**

Committee Members present: Jennifer Akerman, Khalid Alshibli, Mehmet Aydeniz, Luis Finotti, Patricia Higgins, John Holztrager, Sibyl Marshall, Katherine Montgomery, Chika Okafor, Paul Palies, Shokoufeh Soleimani (GSS Vice-President), Erin Whiteside, and Dan Wilson.

Ex-Officio members present: Katherine Ambroziak, Katie Cahill, Amy Cathey, Moonhee Cho, Michael Danquah, Lars Dzikus, Michael Higdon, Brendan McConville, Agricola Odoi, John Stier, Liem Tran, Javonda Williams Moss.

Colleges/Units attending: Herbert College of Agriculture, Chris Stripling; College of Arts and Sciences, Lori Mitchell and Cat Cox; College of Communication and Information, Wade Bishop; College of Education, Health, and Human Sciences, Lisa Slaton; College of Emerging and Collaborative Studies, Joshua Rosenberg, and Vandana Singh; College of Music, Carrie Zuber; College of Veterinary Medicine, Misty Bailey; Bredesen Center, Zhili Zhang.

Also in attendance: Siris Laursen, Graduate Council Chair; Greg Kaplan, Graduate Council Chair-elect; Phyllis Thompson, Graduate Council Past Chair, Graduate School: Marla Bruner, Amy Cathey (Interim Dean), Carl Collins, Catherine Cox, and Grace Favier; Accreditation/SACSCOC, Heather Hartman, and Digital Learning, Jennifer Gramling and Josh Steele.

Mehmet Aydeniz, Curriculum Chair, called the meeting to order at 2:00 p.m.

- For today's Agenda, we will review the Cycle 4 proposals from the Herbert College of Agriculture, College of Architecture and Design, College of Arts and Sciences, Haslam College of Business, College of Communication and Information, College of Education, Health, and Human Sciences, College of Emerging and Collaborative Studies, Tickle College of Engineering, College of Law, Natalie L. Haslam College of Music, College of Nursing, College of Social Work, College of Veterinary Medicine, Bredesen Center, Comparative and Experimental Medicine. For each college, we will review the course proposals first and then the program proposals.

- **Herbert College of Agriculture:**

Courses: Course Adds = 17, Course Drops = 1, Course Revisions = 31. Add 2 new subject codes: ORPM and SNR. Moving the Forestry, Wildlife & Fisheries (FWF) courses from FWF to new subject code (SNR).

- Voting poll results, approved with 4 to abstain.

Programs: Add new major: Agricultural Leadership, Education, and Communication Major, PhD (THEC approved on November 8, 2024). Add a new minor: Food Science Minor.

Agricultural and Resource Economics Major, MS, add concentration: Agribusiness for Project Option; also drop Project Option for the Agricultural Economics concentration.

- Voting poll results: approved with 2 to abstain.

- **College of Architecture and Design:** Course Adds = 5, Course Drops = 3, Course Revisions = 12 and add new subject code: COAD.

- Voting poll results: approved proposals as presented.

- **College of Arts and Sciences:**

Courses: Course Adds = 30, Course Drops = 9, Course Revisions = 54. Add new subject code: JUST.

Programs: Add certificate: Justice Studies. Moved 3 certificates to different departments. Drop certificate: Medieval Studies – add back as: Premodern Studies. Made revisions to other programs.

- Voting poll results, approved proposals as presented.

- **Haslam College of Business:**

Courses: Course Adds = 16, Course Drops = 7, Course Revisions = 5.

- Voting poll results, approved proposals as presented.

Programs: Add 4 certificates: Advanced Audit, Advanced IT Assurance, Advanced Taxation, and Corporate Financial Leadership.

Add dual program with College of Social Work (MBA and MSSW).

For Business Analytics Major, MS – drop both concentrations (Full-Time and Working Professionals).

For Supply Chain Management Major, MS, drop Tri-Continent Supply Chain concentration and add back as Global Supply Chain.

➤ Voting poll results, approved proposals as presented.

▪ **College of Communication and Information**

Courses: Course Adds = 1, Course Drops = 0, Course Revisions = 1

Programs: Add certificate: School Library Information Specialist. For the Communication and Information major, MS, Drop 5-year BS-MS (retaining the 4+1).

➤ Voting poll results, approved proposals as presented.

▪ **College of Education, Health, and Human Sciences**

Courses: Course Adds = 14, Course Drops = 5, Course Revisions = 35. Add new subject code: EHHS.

➤ Voting poll results, approved proposals as presented.

Programs:

ELPS Dept. Drop major: College Student Personnel. Add back as: Student Affairs and Higher Education, MS

KRSS Dept: Add certificate: Adaptive Sport and Recreation.

NUTR Dept: For Nutritional Sciences Major, PhD, drop concentration: Implementation Science in Community Nutrition. Add back as: Community Nutrition.

TPTE Dept:

1. Add new major: Applied Behavior Analysis, MS, (*pending THEC approval*). The Applied Behavior Analysis concentration is being dropped from the Teacher Education Major, MS, to become a stand-alone major.
2. Education major, PhD, Drop concentration: Special Education, Deaf Education/Interpreter Education. Add back as two concentrations: Deaf Studies concentration, and Special Education concentration.
3. School Psychology Major, PhD: Revised program credit hours from 114 to 108.
4. Teacher Education Major, MS: Drop concentration, Applied Behavioral Analysis. Add concentration: Student Teaching (Deaf Education specialization).
5. Teacher Education Major, EdS: Add concentration: Agricultural Education (*for DE option*).
6. Add certificate: Applied Educational Psychology
7. Drop certificate: Secondary English Education, (0 students in certificate).
8. Drop certificate: Secondary Mathematics Education, (0 students in certificate).
9. Drop certificate: Secondary Science Education, (0 students in certificate).
10. Drop certificate: Secondary Social Science Education, (0 students in certificate).
11. Drop certificate: World Languages (PreK-12), (0 students in certificate).
12. Drop certificate: Educational Technology, (0 students in certificate).

➤ Voting poll results, approved with 2 to abstain.

▪ **College of Emerging and Collaborative Studies:**

Courses: Course Adds = 14, Course Drops = 3, Course Revisions = 0. Add new subject code: Applied Computing (AC).

➤ Voting poll results, approved, with 4 to abstain.

Programs:

1. Add new major: Data Science, MS, (*pending THEC approval, per THEC will not be approved for Fa 25*)

Note: A friendly amendment was requested to change one of the courses from under the Education Data Analytics concentration to remove course GEOG 510 and replace with GEOG 512. Also, to remove the Distance Education Campus Code. At this time, it will be for Knoxville Campus only.

➤ Voting poll results, approved, with 4 to abstain.

2. Add certificate: Applied Artificial Intelligence
3. Add certificate: Climate Change Mitigation and Adaptation
4. Add certificate: Community Engagement and Social Justice for Sustainability
5. Add certificate: Data Science
6. Add certificate: Ecological Sustainability
7. Add certificate: Human Interaction and Intelligent Systems
8. Add certificate: Sustainable Business Practices

9. Add certificate: Sustainable Development
10. Add certificate: Sustainable Policy and Governance
11. Add certificate: Sustainable Technologies
12. Add certificate: Sustainable Water Management
13. Add certificate: Urban Sustainability

Note: During discussion about the certificates, it was decided that at this time the certificates will be offered for Knoxville Campus only. Therefore, the Distance Education Campus Code option will be removed from the certificate proposals. CECS can submit a Curriculum proposal to add the DE Campus code when those courses are available.

➤ Voting poll results, 8 voted to approve, 7 voted to abstain.

▪ **College of Law:**

Courses: Course Adds = 0, Course Drops = 0, Course Revisions = 117

- The reason for 117 course revisions is because we are changing the grading in the College of Law from numeric grading to letter grading. This was approved by the Registrar's Office.

➤ Voting poll results, approved, with 2 to abstain.

Program: Revise the JD program to 1) revised language for new letter grading, 2) added a graduation requirement, and reconfigured some program courses.

➤ Voting poll results, approved, 2 voted to abstain.

▪ **College of Nursing**

Courses: Course Adds = 2, Course Drops = 1, Course Revisions = 0

➤ Voting poll results, approved, 3 voted to abstain.

Program: Nursing Major, PhD, increased hours to 54 hours.

➤ Voting poll results, approved, 4 voted to abstain.

▪ **College of Social Work**

Courses: Course Adds = 2, Course Drops = 0, Course Revisions = 30

➤ Voting poll results, approved, 3 voted to abstain.

Programs:

Add dual program with Haslam College of Business (Dual MSSW-MBA)

Revise dual (MSSW-MS) program with CEHHS: College Student Personnel major was dropped and added back as: Student Affairs and Higher Education; therefore, a curriculum proposal was needed.

Revised MSSW program: revised academic standards for clarification on GPA and grade requirements.

➤ Voting poll results, approved, 3 voted to abstain.

▪ **Bredesen Center**

Courses: Course Adds = 9, Course Drops = 0, Course Revisions = 0

➤ Voting poll results, approved, 1 voted to abstain.

▪ **Comparative and Experimental Medicine**

Courses: Course Adds = 7, Course Drops = 0, Course Revisions = 10

➤ Voting poll results, approved, 1 voted to abstain.

Program: Add Certificate: Pandemic Science (for Knoxville Campus and Distance Education)

➤ Voting poll results, approved, 1 voted to abstain.

▪ **Natalie L. Haslam College of Music**

Courses: Course Adds = 13, Course Drops = 1, Course Revisions = 4. Add new subject codes: MUBS and MUPR.

➤ Voting poll results, approved, 2 voted to abstain.

Programs: Slight revision to the Music Theory Pedagogy Certificate

➤ Voting poll results, approved proposals as presented.

- **Tickle College of Engineering**

Courses: Course Adds = 29, Course Drops = 4, Course Revisions = 57. Add new subject code: Applied Engineering Technology (AET). Many course revisions submitted from the department name changes.

Note: Department name changes. The Mechanical, Aerospace, and Biomedical Engineering Department is revising its name to: Mechanical and Aerospace Engineering. Two new departments are coming from this name change: Department of Applied Engineering and Technology (AET) and Department of Biomedical Engineering (BME). The department name changes were approved by THEC, effective date July 1, 2025.

➤ **Voting poll results, approved, 1 voted to abstain.**

Programs:

Many of the program revisions are to move the programs and certificates into the new departments where they will be housed.

Electrical Engineering and Computer Science Department:

Drop certificate: Power and Energy Systems. There are no students in the certificate.

Drop certificate: Wide Bandgap (WBG) Power Electronics. There are no students in the certificate.

Electrical Engineering Major, PhD: drop concentration: Energy Science and Engineering.

Computer Engineering Major, PhD: drop concentration: Energy Science and Engineering (no students)

Industrial and Systems Engineering Department

Industrial Engineering Major, PhD: drop concentration: Energy Science and Engineering.

Interdepartmental

Engineering Science Major, MS: add concentration: Energy Science and Engineering (Bredesen approval)

Materials Science and Engineering Department

Materials Science and Engineering Major, PhD: Drop concentration: Energy Science and Engineering.

Mechanical, Aerospace, and Biomedical Engineering Department

Aerospace Engineering Major, PhD: Drop concentration: Energy Science and Engineering.

Biomedical Engineering Major, PhD: Drop concentration: Energy Science and Engineering.

Mechanical Engineering Major, PhD: Drop concentration: Energy Science and Engineering.

Nuclear Engineering Department

Nuclear Engineering Major, PhD: Drop concentration: Energy Science and Engineering.

➤ **Voting poll results, approved with 1 to abstain.**

- **College of Veterinary Medicine**

Courses: Course Adds = 3, Course Drops = 0, Course Revisions = 0

➤ **Voting poll results, approved, 1 voted to abstain.**

Program: Revised Academic Standards and Non-Course requirements.

➤ **Voting poll results, approved, 2 voted to abstain.**

Discussion:

There was a discussion concerning course offerings for Distance Education.

Josh Steele: Once a course is approved, the department determines when the course(s) will be taught, the campus, and the modality. The semester the course will be taught, the department then creates that course offering in Timetable. We are relying on academic units to be in agreement of what will be offered.

Be aware courses are not taught every semester. Some may only be taught once a year. When courses are taught as KPV (Distance Ed) those KPV sections will show in Timetable.

Curriculum Proposals: outcome

- Each college's proposals were reviewed, and members were asked if there were questions, concerns, or discussion. After any discussion or clarification, a poll was launched to vote to approve, not approve, or abstain.

After review and discussion of all Cycle 4 curricular submissions, the curriculum proposals were approved.

The Graduate Curriculum report moves forward and is recommended to Graduate Council for approval.

Thursday February 6, 2025 3:30 P.M.	Graduate Curriculum Committee Meeting	Zoom Meeting https://tennessee.zoom.us/j/95584504507 Password: 822203
--	--	--

AGENDA

Cycle 4 Graduate Curriculum Proposals (678 proposals)
February 6, 2025, Cycle 4 (<https://utk.curriculog.com/agenda:346/form>)

- **Herbert College of Agriculture**
 - 58 proposals
- **College of Architecture and Design**
 - 21 proposals
- **College of Arts and Sciences**
 - 111 proposals
- **Haslam College of Business**
 - 39 proposals
- **College of Communication and Information**
 - 4 proposals
- **College of Emerging and Collaborative Studies**
 - 31 proposals
- **College of Education, Health, and Human Sciences**
 - 77 proposals
- **Tickle College of Engineering**
 - 122 proposals
- **College of Law**
 - 118 proposals
- **Natalie L. Haslam College of Music**
 - 21 proposals
- **College of Nursing**
 - 10 proposals
- **College of Social Work**
 - 35 proposals
- **College of Veterinary Medicine**
 - 4 proposals
- **Intercollegiate: Bredesen Center**
 - 9 proposals
- **Intercollegiate: Comparative and Experimental Medicine**
 - 18 proposals

Steps for reviewing proposals:

- 1) Log in to Curriculum/Curriculum. Be sure to log in before you begin to review the proposals.
- 2) Save a copy of the spreadsheet and add a column for your questions or concerns.
- 3) Note: there are 5 tabs at the bottom of the spreadsheet.

All proposals were approved as reported above and are recommended to the Graduate Council for approval.

The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Catherine Cox
Graduate Curriculum Coordinator / Graduate Council Liaison