

THE UNIVERSITY OF TENNESSEE

November 21, 2024

Members present: Laursen, S. (Graduate Council Chair), Akerman, J., Alshibli, K., Aydeniz, M., Bach, W., Bettaieb, A., Cahill, K., Castillo-Rodriguez, M., Cho, M., Dhar, M., Dickerson, A., Down, I., Fathy, A., Finotti, L., Han, L., Hembree, D., Hewett, K., Higgins, P., Hines, M., Jalata, A., Kaplan, G. (Graduate Council Chair-Elect), Love, A., Lucio, R., Marshall, S., Maslar, D., Mills, J., Montgomery, K., Ohnesorg, S. (proxy for R. McCord), Okafor, C., Ownley, B., Oyetunji, I. (Graduate Student Senate President), Patrick, J., Rocconi, L., Rosenbaum, B., Skinner, C., Soleimani, S. (Graduate Student Senate Vice-President), Su, S., Wang, T., Whiteside, E., Zhang, Z.

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

Other attendees present: Brothers, E., Bruner, M., Collins, C., Thompson, D., Favier, G. (Graduate School), Cox, C. (Graduate Council Liaison), Foster, B. (Academic Affairs), Gramling, J. (Distance Learning), Browning, A. (SACSCOC).

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

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, November 21, 2024, at 3:00 p.m.

2. **Minutes of the Preceding Meeting**

Laursen reported the October 31, 2024, Graduate Council Minutes were approved electronically on November 8, 2024.

3. **Committee Reports:**

Academic Policy Committee (Adam Love, Chair) - No meeting, no report.

Appeals Committee - No appeals came forward for the Appeals Committee to review.

Curriculum Committee (Mehmet Aydeniz, Chair,) – **Attachment 1**

The Graduate Curriculum Committee reviewed 52, Cycle 3 curriculum proposals. Those 52 proposals were presented as shown below.

- **College of Architecture and Design:** 2 course proposals.
- **College of Arts and Sciences:** 19 proposals (14 course proposals, 2 revise program proposals, add 3 new subject codes).
- **College of Emerging and Collaborative Studies:** 10 proposals (5 course proposals, 1 new program proposal (*Sustainability Major, MS, pending THEC approval*), add 4 new subject codes.)
- **College of Education, Health, and Human Sciences:** 21 proposals (course proposals = 19, with 15 course adds, and 4 course revisions, Program proposals = 2 new graduate certificates)

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.

Voting results: Graduate Council voted to approve (3 abstained) the November 7, Graduate Curriculum Committee Report.

Graduate Student Research Awards (Dixie Thompson)

- 106 applications were received from across campus for the fall awards.
- Each application was reviewed independently by 2 committee members.
- Scores were tabulated and the committee voted to provide awards to 22 proposals.
- The total dollar commitment of the 22 proposals was \$82,546.
- Because this amount is well above ½ of the committee's funds, Dr. Thompson agreed to find other Graduate School resources to fund some of these awards.
- Awardees came from seven colleges:
 - College of Arts and Sciences – 5
 - College of Communication and Information – 3
 - College of Education, Health and Human Sciences – 6
 - College of Social Work – 1
 - Herbert College of Agriculture – 4
 - Comparative and Experimental Medicine – 1
 - Tickle College of Engineering – 2

The deadline for submitting proposals for spring 2025 is February 18, 2025.

4. Administrative Reports and Announcements:**Dean's Update** (Dixie Thompson)

A proposal outlining options for pregnancy accommodation for graduate assistants is currently being reviewed by the Provost and the Council of Deans. If adopted, it would provide documentation of options for graduate assistants. Such documentation would provide guidance to departments and would give assurances to graduate assistants. The options being proposed are: 1) a leave of absence for students who need a semester or more away from their responsibilities; and 2) modified duties for 6 weeks while continuing to provide the graduate assistant with a stipend and health insurance.

Discussion of the need for graduate students to receive support from faculty during the summer months was held at the last Faculty Senate Executive Council meeting. Many opinions were expressed (just like in Graduate Council). There are two things that departments can do now that would help with the situation: 1- provide transparency to graduate students about summer expectations and availability of faculty, and 2- improve consistency in the way that faculty receive recognition for the mentoring graduate students (Departments should include in their bylaws the ways that faculty will be rewarded in their annual reviews for mentoring graduate students).

The Graduate Student Senate is doing fantastic work engaging with and advocating for their fellow students. GSS leadership is fully committed to creating a positive culture on campus for graduate and professional students. All faculty are encouraged to share information about the activities of GSS and invite your students to engage with GSS.

Fall Graduate Hooding will be at 3PM on Friday, December 13 in Thompson-Boling Arena. This will be the last of its kind. Beginning the spring 2025, students earning master's and education specialist degrees will be recognized in college ceremonies. A Doctoral Hooding ceremony will recognize those earning doctoral degrees.

Important dates:

February 10, 2025 – deadline for nominating students for endowed fellowships.

April 7 – 11, 2025 – Graduate and Professional Student Appreciation Week.

August 5, 7, and 8, 2025 will be the Graduate School's events for incoming students. August 5 will be new graduate student orientation, August 7 will be new GTA orientation, and August 8 will be the graduate student resource fair. PLEASE – avoid scheduling graduate student events that conflict with these days.

Graduate Student Senate Update: (Iyanuoluwa Oyetunji., Graduate Student Senate President)

- Hello everyone. GSS has been busy with events the past few weeks. We walked in the homecoming parade; we hosted a game night at Yassin's Falafel House and helped graduate students to attend the Bowling Night at Maple Hall - an event hosted by the Center for Student Engagement.
- Before the semester ends, we will host a holiday celebration with MGSO on Wednesday, December 11, from 6:30 – 8:30 p.m. in the Student Union Ballroom A.
- We recently learned about a holiday airport shuttle program from Parking Services that will help students get to and from the airport around the Thanksgiving holiday.
- We also had our final senate session of the fall semester earlier this week and had great dialogue on a variety of topics.

Graduate Council Chair (Siris Laursen)

General discussions in the Graduate Council meeting focused upon improving graduate student pregnancy medical leave, advisor support in the summer months, teaching training opportunities, and overall time commitment requirements for assistantship positions. Dean Thompson reported that significant progress has been made in codifying graduate student pregnancy medical leave to ensure students are able to continue their graduate studies without fear of negative ramifications. It was clear that the council greatly appreciated this advancement in supporting our graduate students.

Discussions associated with advisors supporting graduate students during the summer months are still ongoing, but it was recommended that all departments clearly communicate the availability of faculty advisors over the summer months in the meantime before a final policy is derived. Additionally, it was recommended that advising in the summer should be considered positively in faculty annual reviews and potentially codified in department bylaws as contributing to service aspects of faculty duty. Personally, I believe that supporting our graduate students in the summer months is absolutely vital for cohesive and continued progress of our graduate students. For many, the summer months are a critical time to perform research and make significant progress. I am hopeful that a reasonable approach to ensuring our graduate students are supported in the summer may be developed in the near future.

With respect to time commitment for graduate assistantships, considerable discussion focused upon how some graduate students perceive that they are working more than the required 20 hours for their assistantship or more than 40 hours total a week for combined assistantship/degree progression efforts. One salient point raised was that it is difficult to decouple or delineate the difference between research assistantship duties and the educational component of research for degree progression since they are one in the same efforts in some types of research. With respect to teaching assistantships, it was widely agreed upon that time commitments are clearly defined, and faculty should vehemently avoid abusing the time of their teaching assistants. Nonetheless, the conversation continues on the realistic time commitment for graduate research assistants in conjunction with the Graduate Student Senate leadership.

It should be noted that, when queried, the Graduate Student Senate leadership indicated that they think they are being appropriately supported in this effort.

Any questions or comments?

Are there any items from the floor? With no items coming forward, the meeting is adjourned.

The meeting was adjourned at 4:45.

Respectfully submitted,

Catherine Cox
Graduate Council Liaison

Attachment 1**REPORT OF THE Cycle 3 CURRICULUM COMMITTEE MEETING****Thursday, November 7, 2024****3:30 – 5:00 p.m., Zoom Meeting**

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

Graduate Council and Ex-Officio members present: Katherine Ambroziak, Amy Cathey, Moonhee Cho (proxy for Courtney Childers), Brendan McConville, Agricola Odoi, Bonnie Ownley (proxy for John Stier), Lisa Slaton (proxy for Lars Dzikus), and Liem Tran.

Colleges/Units attending: Herbert College of Agriculture, Chris Stripling; College of Arts and Sciences, Lori Mitchell and Cat Cox; College of Emerging and Collaborative Studies, Mike McKinney and Vandana Singh.

Also in attendance: Siris Laursen, Graduate Council Chair; Greg Kaplan, Graduate Council Chair-elect; Graduate School attendees: Marla Bruner, Dixie Thompson, Catherine Cox, and Grace Favier; Ashley Browning (Accreditation/SACSCOC), and Josh Steele (Digital Learning).

Mehmet Aydeniz, Curriculum Chair, called the meeting to order at 3:30 p.m.

- On the agenda today, we will review the Cycle 3 proposals from the College of Architecture and Design, College of Arts and Sciences, College of Education, Health, and Human Sciences, and College of Emerging and Collaborative Studies. For each college, we will review the course proposals first and then the program proposals.
 - **College of Architecture and Design:** 2 course proposals. Course add (IARN 580) and one course to revise (IARC 525).
 - **Voting poll results:** unanimously approved the proposals as presented.
 - **College of Arts and Sciences:** 19 proposals (14 course proposals, 2 revise program proposals, add 3 new subject codes).
 - **Voting poll results:** unanimously approved the proposals as presented.
 - **College of Emerging and Collaborative Studies:** 10 proposals (5 course proposals, 1 new program proposal (*Sustainability Major, MS, pending THEC approval*), add 4 new subject codes.)
 - **Poll:** poll launched to approve new Sustainability Major, MS. Poll results: unanimous approval.
 - **Poll:** poll launched to approve the 4 new subject codes. Poll results: unanimous approval with 1 to abstain.
 - **Poll:** poll launched to approve the 5 course Adds. Poll results: unanimous approval with 1 to abstain.
 - **College of Education, Health, and Human Sciences:** 21 proposals (course proposals = 19, with 15 course adds and 4 course revisions, Program proposals = 2 new graduate certificates)
 - **Poll:** poll launched to approve the course proposals. Poll results, unanimous approval with 1 to abstain.
 - **Poll:** poll launched to approve the 2 new certificates. Poll results, unanimous approval with 1 to abstain

Curriculum Proposals: outcome

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

After review and discussion of all Cycle 3 curricular submissions, the curriculum proposals were approved as presented.

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

Thursday November 7, 2024 3:30 P.M.	Graduate Curriculum Committee Meeting	Zoom Meeting https://tennessee.zoom.us/j/95584504507 Password: 822203
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AGENDA

Cycle 3 Graduate Curriculum Proposals – 52 proposals for review

- **College of Architecture and Design**
 - 2 course proposals
- **College of Arts and Sciences**
 - 19 proposals
 - 14 course proposals
 - 2 program proposals
 - 3 add new subject codes
- **College of Emerging and Collaborative Studies**
 - 10 proposals
 - 5 course proposals
 - 1 new program proposal (Sustainability Major, MS, Pending THEC approval)
 - 4 add new subject codes
- **College of Education, Health, and Human Sciences**
 - 21 proposals
 - 19 course proposals (15 course adds. 4 course revisions)
 - 2 program proposals
 - New certificate: Evaluation Methodology
 - New certificate: Survey Methodology

Steps for reviewing proposals:

- 1) Log in to Curriculog/Curriculum
- 2) Be sure to log in before you begin to review the proposals
- 3) Save a copy of the spreadsheet and add a column for your questions or concerns
- 4) NOTE: Do **not** change the sorting on the spreadsheet. The order on the spreadsheet is the order for how proposals will be reviewed.
- 5) Note: there are 5 tabs at the bottom of the spreadsheet

**Cycle 3 Graduate Curriculum proposals – Summary Agenda
Graduate Curriculum Zoom Meeting
November 7, 2024**

Cycle 3 Graduate Curriculum Proposals – 52 proposals for review

- **College of Architecture and Design**
 - **2 course proposals**

- **College of Arts and Sciences**
 - **19 proposals**
 - **14 course proposals**
 - **2 program proposals**
 - **3 add new subject codes**

- **College of Emerging and Collaborative Studies**
 - **10 proposals**
 - **5 course proposals**
 - **1 new program proposal** (Sustainability Major, MS, *Pending THEC approval*)
 - **4 add new subject codes**

- **College of Education, Health, and Human Sciences**
 - **21 proposals**
 - **19 course proposals** (15 course adds. 4 course revisions)
 - **2 program proposals**
 - New certificate: Evaluation Methodology**
 - New certificate: Survey Methodology**

Total proposals: 52

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

The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Catherine Cox
Graduate Curriculum Coordinator / Graduate Council Liaison