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Graduate Associate Deans' Group Minutes

Graduate Council

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Graduate Deans' Group
Thursday, August 26, 2010, 2:00 – 3:30 p.m.
Graduate School Conference Room

Attending:

Chris Boake, Ernest Brothers, Joy DeSensi (Chair), Michael Essington, Tom George, Carolyn Hodges, Yvonne Kilpatrick, Tom Ladd, Jan Lee, Catherine Luther, Stefanie Ohnesorg, Masood Parang, Leon Potgieter, Kay Reed, Greg Sedrick for Robert Moore, Rita Smith, Scott Wall for Ken McCown.

The Graduate Deans' Group meeting was called to order by Joy DeSensi, on Thursday, August 26, 2010, at 2:00 p.m. in the Graduate School Conference Room.

1. Joy DeSensi welcomed the members and introductions were made.
2. The Graduate Deans' Group Mission was reviewed with the members of the committee.
3. The minutes of the Graduate Deans' Group meeting from March 25, 2010 were approved.
4. Reports and Announcements

Carolyn Hodges, Vice Provost and Dean of the Graduate School, reported the following topics:

- VolVision link was shared with the Graduate Deans. The Provost would like to have feedback from faculty and deans. Benchmarks have been established, and funding is needed.
- GRE Changes The test is entirely computerized, allowing students to edit, skip questions and return later to answer them, etc. New questions of real life scenarios have been added. Scoring is now between 130 and 170 with one point increments.
- NRC Future Data Gathering The Office of Research and Assessment is overseeing this information. Results will be in the form of ranges and not just one score. Departments need to use the NRC as a reference in collecting information in their programs.

Kay Reed, Assistant Dean of the Graduate School, shared the following information:

- Banner will go into use on September 30 for Spring 2011 registration. The reporting capability is greater than what we are accustomed to. Peggy Love is coordinating the training sessions. Information from Banner will be a good resource for Directors of Graduate Studies.

5. Ernest Brothers, Assistant Dean of the Graduate School and Director in the Office of Graduate Training and Mentorship, shared a PowerPoint presentation explaining how the Office of Graduate Training and Mentorship can serve departments and/or programs. The PowerPoint Presentation will be placed on the Graduate Deans' Group Blackboard site.
6. Yvonne Kilpatrick, Interim Director of Graduate Admissions, updated the Graduate Deans on admission issues.
 - Greg Tipps, the Associate Director of Graduate Admission, handles the technical aspect of the office with Yvonne handling the policy issues.
 - Graduate Admissions is eliminating the paper applications, and there is no longer a form to print off on the Graduate Admissions website.
 - All exceptions come to Kay Reed or Carolyn Hodges for decisions.
 - The first review of the graduate application is GPA, TOEFL, degree confirmation, and validity of international application documents verified. Materials are then sent to the department. The department returns the files to the Graduate Admissions Office, and they begin the second review process of admitting the student. Center of International Education (CIE) is now handling the I-20s. Joann Ng Hartman is the contact in CIE. (Attachment 1)
7. Jan Lee, Associate Dean in the College of Nursing, expressed her concerns over the lack of writing skills of her graduate students. It appears that this is a campus wide problem. Various ways to handle the problem were discussed.
8. Joy DeSensi, Associate Dean of the Graduate School, reported on the following:
 - The new title for the Department Graduate Director is Director of Graduate Studies.
 - New department graduate student handbooks are due to the Graduate School now.
 - Best Practices in Teaching Program for Graduate Teaching Associates, Graduate Assistants, and New Faculty will commence on Wednesday, September 15 and will continue until November 3. The program will also be offered in Spring 2011.
 - Topics for discussion from March 25, 2010 meeting are the Hooding Ceremony, and the Graduate Deans' Colloquium. There was no discussion on the Hooding Ceremony. The Graduate Deans' Colloquium would bring graduate students together to learn about time management, writing skills, how to choose a committee, and other issues. Perhaps each graduate dean could be in charge of a session.

The next Graduate Deans' Group meeting will be on Thursday, October 14, 2010, 2:00 – 3:30 in the Graduate School Conference Room.

With no further business, the meeting was adjourned at 3:30 p.m.

Respectfully Submitted,
Gay Henegar
Secretary to Graduate Deans' Group

UNIVERSITY OF TENNESSEE GRADUATE ADMISSIONS PROCESS

