



2-5-2009

## Graduate Associate Deans' Group Minutes - February 5, 2009

Graduate Council

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Graduate Deans' Group  
Thursday, February 5, 2009, 2:00 – 3:15 p.m.  
Fourth Floor Conference Room, Andy Holt Tower

Attending:

Vincent Anfara, Mary Albrecht, Mark DeKay for Barbara Klinkhammer, Joy DeSensi (Chair), Bill Dunne, Tom Ladd, Jan Lee, Sally McMillan, Buddy Moore, Masood Parang, Chris Stein for Carol Parker, Carolyn Hodges, Mohanan MK, Matthew Murray, Stefanie Ohnesorg, Linda Phillips, Kay Reed.

The Graduate Deans' Group meeting was called to order by Joy DeSensi, on Thursday, February 5, 2009, at 2:00 p.m. in Fourth Floor Conference Room, Andy Holt Tower.

1. Minutes of the Preceding Meeting

The minutes of the January 8, 2009 meeting were approved.

Joy DeSensi gave a reminder that the Department Graduate Handbooks are due and that several programs have still failed to get hardcopies to the Graduate School.

2. Digital Archiving of Scholarship

Linda Phillips shared the following information:

- The committee is composing policies for digital archiving which allows the option of departments adding additional policies.
- Policies will be organized by units (college, department, or program).
- Library will host the content and access with the ability to migrate to D Space.
- Content does not need to be peer-reviewed. Technical reports, conference papers, papers by conference participators, journals are some content that may be included.
- UT Press is considering digitalizing out-of-print materials.
- Copyrights, if not owned by author, may be obtained from the publisher by negotiating for permission to digitally archive the published work.

3. Procedure for Review of Administrative Proposals to Terminate Programs

Matthew Murray shared the procedures to follow when quick program decisions have to be made. The resolution for these procedures was passed unanimously by the Graduate Council. Criteria should be available within six weeks. The Deans' Group expressed concern that these procedures and criteria will not be actually put into policy.

4. National Research Council (NRC) Data for PhD Programs

The Deans' Group discussed the need for this data to be collected yearly. Joy DeSensi noted that when Banner is implemented, it will help in collecting data needed for the NRC report. In the interim, it will be important for departments to maintain the best records possible.

5. GRE Proposal

Mohanan MK, Director of Graduate and International Admissions, presented a new procedure for application files to be forwarded to the program offices before the GRE scores are received. When the GRE scores arrive, they will be posted on the application coversheets in NOLIJ. This procedure would allow programs to have more time to review applicants and can rule out those who do not meet the desired academic standard.

6. Online Referral Forms

Mohanan MK shared the need for online applications. Space in NOLIJ is a concern and old applications are having to be eliminated. Work will begin as soon as possible to create an online application.

7. Bylaw Changes

The proposed changes for the Graduate Deans' Group Bylaws were distributed via email in late January. Since time did not allow for review of this item, it will be taken up at the March meeting. Joy DeSensi requested that members review the changes in preparation for discussion.

With no further business, the meeting was adjourned at 3:20 p.m.

Respectfully Submitted,  
Gay Henegar  
Secretary to Graduate Deans' Group