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Graduate Associate Deans' Group Minutes

Graduate Council

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1-8-2009

## Graduate Associate Deans' Group Minutes - January 8, 2009

Graduate Council

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Graduate Deans' Group  
Thursday, January 8, 2009, 2:00 – 3:15 p.m.  
Fourth Floor Conference Room, Andy Holt Tower

Attending:

Vincent Anfara, Mary Albrecht, Joy DeSensi (Chair), Bill Dunne, Thomas George, Tom Ladd, Jan Lee, Sally McMillan, Buddy Moore, Masood Parang, Cynthia Rocha, Greg Sedwick (Polycom), Linda Phillips, Kay Reed.

The Graduate Deans' Group meeting was called to order by Joy DeSensi, on Thursday, January 8, 2009, at 2:00 p.m. in Fourth Floor Conference Room, Andy Holt Tower.

1. Minutes of the Preceding Meeting

The minutes of the October 2, 2008 meeting will be amended with Linda Phillips' additional information and resent to the Graduate Deans' Group.

2. Future Directions for Graduate Deans' Group

Joy DeSensi gave a reminder that the Graduate School should receive Department Graduate Handbooks every new academic year. There is a template with outlines of topics to include. After review of current handbooks, template revisions may be made.

Kay Reed requested that the departments email the Graduate School with the departmental orientation dates so that they may be listed on the Graduate School website.

Sally McMillan requested that the Graduate Deans' Group discuss using on-line referral forms.

An update from the subcommittee on program closures will be given at the next Graduate Deans' Group Meeting.

3. UTK Honorary Degree Policy and Procedures

Vincent Anfara, Graduate Council Chair, gave a summary of the process of creating procedures for the honorary degree policy. The Graduate Council Executive Board created the procedures; and after approval from Susan Martin, an electronic vote of the Graduate Council was taken with ten for, one against, and three abstentions. The group requested that a non-academic degree be footnoted.

4. Courses Not Taught for Four or More Years

Vincent Anfara stated that the Graduate Council Curriculum Committee annually reviews the courses not taught for four or more years. The course will be retained if the department provides a rationale for why the course hadn't been taught and needs to be retained. If the department continues to postpone teaching the course, then it should be automatically eliminated.

5. Social Work Proposal

The Graduate Council approved the Social Work proposal regarding the exemption stated on page 22 of the Graduate School Catalog. The concern is about graduate students in post professional programs teaching graduate level courses. Cynthia Rocha will be meeting with Dr. Hodges to develop a plan for handling such situations.

6. Other Business

The Graduate School fellowship information has been posted on the Graduate School website. The fellowship deadlines are in February.

7. Digital Archiving of Scholarship – Continued

Linda Phillips stated that a platform for digital showcasing has been selected and work has begun for procuring funding. She will present more information regarding the digital showcasing at the next meeting.

With no further business, the meeting was adjourned at 3:15 p.m.

Respectfully Submitted,  
Gay Henegar  
Secretary to Graduate Deans' Group