



1-10-2019

Graduate Associate Deans' Group Minutes - January 10, 2019

Graduate Council

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Graduate Council, "Graduate Associate Deans' Group Minutes - January 10, 2019" (2019). *Graduate Associate Deans' Group Minutes*.
https://trace.tennessee.edu/utk_gcassocdeans/86

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Minutes
Graduate Associate Deans
January 10, 2019
2:00 – 3:30 pm
AHT 4th Floor Conference Room

1. **Introductions & Welcome** - Meeting Called to Order at 2 pm. Dixie welcomed everyone and asked for introductions as we have new members joining us this semester.
2. **Minutes from December 10** – Make correction at bottom of page two.
3. **Code of Conduct** – Call for completion from HR. The Graduate School will be tracking completion rates of Graduate Assistants (all categories). If there is non-compliance, we may reach out to you for help. We had good success with Title IX compliance, so we hope this will be the same.
4. **Blueprint Update:**

The Success Module in Blueprint – Approval given to make that live. This will allow us to look at things related to retention, graduation, time to degree, etc. We hope you find it useful. There will be opportunity to self-reflect as we see the data.

The placement module will be the last to go live. We are in the information gathering stage right now. We don't want to duplicate efforts, but want to find ways to share that data as appropriate. More about that will be coming.

There will probably continue to be one-off surveys that are needed, but the more we can centralize the better. What we are doing now is finding what you are collecting, so that then we can identify gaps. This module will involve the most integration of thought and process to bring things together.

You can access the blueprint at: <https://data.utk.edu/>

Discussion followed. Sean pointed out that one of the things that made the other modules successful is that we already had centralized data available. Here (with the placement module) we are having to piece it together. Suggestions will be helpful as we move forward.

Dixie shared that the placement data will be very helpful as we handle recruitment; we are excited to see this section come together.

5. **GPSAW – 1st Week in April**

Still working out details and will share as soon as possible. A couple of highlights:

- **3MT – Finals will be Wednesday, April 3 from 1:30 -3:30** in the Student Union Ballroom. We are hopeful that having it in a central location and in the middle of the week will help us improve attendance.
- **3MT Semi-Finals** - We have most of the details on the semi-finals, but not all. Please get that to us by the end of February (including the list of competitors). We will send out a reminder about the guidelines for your reference.

- 6. Professional Development:** We partner with UT Libraries, the Center for Career Development, the Office of Research & Engagement and Teaching & Learning Innovation to provide professional development opportunities for our students. You can find updates on the Graduate School website under Training & Mentorship (<https://gradschool.utk.edu/training-and-mentorship/gpspd/>). If your college has PD opportunities, please send us the information and we will share it out. You can tag them as “gpspd” in the calendar or send the link to Sean.

Best Practices in Teaching and Best Practice in Publishing can be signed up for now. We have the info out on social media, and on the training and mentorship page of the Graduate School website.

7. Recruitment Day – March 4

We talked yesterday to Mary Lucal about opening this up to employees who may want to enroll in our programs. More details will be coming as we get more info about who is attending so you know which departments will have students represented. We have told the Directors of Graduate Studies, so they know it is coming, but we don't know where the need is until folks sign up. We have sent invitations to colleges within a 4-hour radius. If there are others you want to include, let us know and we will send the packet.

8. Admissions Update – Re: GRE

As a university we don't require them, but some departments rely on them, and we have discovered that some of the scores coming from ETS are not loading correctly. As departments let her know, Yvonne's staff will make sure they get the correct info. Our admissions staff is in the process of confirming GRE scores to be sure they are accurate. We are working with ETS and our OIT...and they are working with the Banner representatives. Other databases are not being impacted, so it appears to be a Banner issue. Looking for a solution by January 15; in the meantime, contact us to check scores on all your applicants or those you are considering to admit. We are turning those requests around very quickly.

Dixie thanked Yvonne for bringing it to our attention in a rapid matter and putting a solution in place. The committee discussed how various colleges use GRE scores; some areas definitely see it as useful and rely on that information as a piece of the puzzle.

9. Hooding

Dixie will be sending out the call for hooding speaker nominations soon. We'll need recommendations by March 1 (spring 2019 graduates are eligible). Hooding is May 9 at 7:30.

10. Fellowships

\$800,000 distributed across colleges for recruiting students.

TN Fellowships for Graduate Excellence are due Jan 22/announced Feb 1.

Endowed/A&D due Feb. 8/announced early March

Returning students due March 20/announced April 11.

Contact Dixie if you need the information that was sent out in the fall.

11. Campus News

- The new UTK board meets tomorrow. Because their focus will be totally UTK, we hope we can get to know them better.
- There is a new vice chancellor for communication. That will be an important addition to our team!
- Tomorrow the search committee for the chancellor meets for the first time. Hopeful that by the end of spring we can name a new chancellor.

Meeting Adjourned. Our next meeting will be abbreviated since the Graduate Council meets the same day. We will try to meet in the same location as that meeting (Frieson).