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Graduate Associate Deans' Group Minutes

Graduate Council

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Graduate Associate Deans

August 8, 2019 - Minutes

Dixie Thompson welcomed everyone and opened the meeting with introductions.

1. Minutes Approved

2. Graduate School Updates – Dixie Thompson

- **Grad Council** schedule is set - Aug 29 @ 3 pm 1st meeting
- **Searches** - Graduate School has one search underway and 1 recently finished in Grad Admissions.
- **Strategic Planning in Graduate School** – We recently held a strategic planning session; it was a great day. We really value hearing from our staff as they are the interface with students. Discussion highlights include:
 - Professional Development Framework (Sean will share more on that shortly)
 - Mattering & Belonging, an initiative from the Division of Student life; although it is an undergraduate initiative, it applies to graduate students, as well.
 - Graduate School Commons (Hodges Library) Grand Opening is coming in a few weeks.
 - Oak Ridge Institute Brainstorming Session recently held: hub for the activities between our campus & Y12 & Oak Ridge labs. They want to grow by several hundred graduate students (500 is the goal).
 - Online efforts. Noodle is working with those looking to build out a UG program, and in Business (Supply Chain) they are getting ready to launch. If you are interested in seeing more about that, we can make those arrangements. The consensus of the committee was to see more about what they are doing. We will get with Bruce Behn and see if we can arrange that for our next meeting.
- **Meeting with the new chancellor:** Dixie has had the opportunity to meet our new chancellor. She is very engaging, very sincere and cares about Graduate education; doing a lot to listen and hold meetings this fall and then strategic planning in the Spring. Very approachable...meet and greet hours will be held and many opportunities for folks to meet her in the coming weeks.
- **3MT** – This fall we will have a professional development session that describes ways to communicate research and a segment of that will be about 3MT. Sign up for that series will begin on the 13th. We are excited to offer that and hope it will stir up more interest in the 3MT itself.

A draft of the 2020 3MT competition guidelines was distributed. Basics of the competition will not change. However, after discussion, it was decided that the distributions may need adjustment. Social Work has more slots than they can fill, so they will reduce to 3, and Ag will raise to 4. We'll make those changes; colleges are encouraged to begin to get the word out to their students and encourage participation.

Questions were raised about the option for an online 3MT. Unfortunately, it cannot be part of this competition; however, if the colleges who have online programs want to do something along those lines and it is something the students need or want, we can see how we can help facilitate that. Sherry Cummings will send something out to others

who have online programs and see what the interest may be there to hold a special event for online students and report back.

3. Update from Grad Admissions – Yvonne

We will soon launch the application for Fall 2020 (Spring & Summer as well). Boone Huffaker has been added to our staff as our IT Specialist in Graduate Admissions. He is a recent grad of UT, and started in the temp pool. He rose to the top of our list in a very competitive process. He will be launching the new application by the 24th of August, which is significantly sooner than we have done in the past.

During the last year we have been engaged in a pilot admission project related to Supply Chain Management. We have found it intriguing, and have become familiar with it. We are recommending moving from CollegeNet to the Slate platform. We are attending the Slate Launchpad this week; OIT is giving us 50% of one of their staff members (Kimberly Cupp) to help us with this project. This year we will continue with CollegeNet; but there is a team behind the scenes in the Graduate School and OIT building this out; in spring we can begin training (some of that will happen in fall). Noodle is an integrated partner with SLATE.

HCB would like to be part of this group with Graduate School & OIT. Yvonne will include different groups as we head into development. We are looking at efficiencies...policy changes will have to go through council. Following discussion about the relationship between HCB and Noodle, Dixie reassured that we are not looking to change that. We'll have to get into those details down the road, but for now what we know is that this will be good for our campus and will help with our goals of recruitment and growth.

4. Graduate Student Services Update - Sara Bradberry

- **New Graduate Student Orientation** is on Tuesday (we have 670 RSVPs)
This year it will include a presentation on Professional Development at UT and three Breakout Sessions, each with three or four topics. Students can create their own day and gather the information they find most relevant for their experience. We have a finale with door prizes, and then a vendor fair with many offices across campus and community partners participating. It is going to be a great day!
- Friday is the **New GTA Orientation** (August 16) and we currently have 330 RSVPs
We have a full morning of topics and pertinent information to share to help them with their teaching assignments moving forward.
- **Summer Academic Standing Update:** Report runs on Thursday, August 15; fall starts 21st; which is a quick turnaround. We will contact DGSs on 16th; but need to send notices to students by Monday or Tuesday the week fall starts.

Dixie explained the Academic Standing Process (probation, dismissal). If there are departmental dismissals, please let us know so we can update it in the system. Some departments have qualifications that are more stringent, so just let us know.

5. Professional Development Update

- Dr. Brothers will be presenting on the **PD framework** at orientation. Over the summer we had a consultant come in to work with us; out of that came a set of modules. Handout distributed. We are putting identified professional development activities into the calendar with the tag “GPSPD”; let us know your activities and the categories they fit into and we will get them tagged; the more we tag, the better.
- In October we are piloting a program –Written, Visual & Spoken Communication of Research (**What’s your Work About? Workshop**). We will be putting this on the calendar. There is no cost to attend, but limited seats. It will be on Canvas; maybe next year it can be both online and live.
- **Best Practices in Teaching** – for faculty or GTAs will be starting soon. Ernest Brothers facilitates; brings speakers in on related topics. We will send it out for registration on Monday, with a cap of 30.
- **Best Practices in Publishing** will run Sept 3 – Oct. 8.

We are continually adding partners to GPSPD!

Discussed the possibility of creating course credit for professional development offerings or perhaps earning certificates; perhaps a notation on the transcript. This is something we are certainly open to and can look at how we can make it work.

Discussed ways to market these opportunities during recruitment. The Graduate School has a contact card for orientation and is also taking them to our recruitment venues. Also talked about the importance of faculty support so that students feel they can participate in the activities.

6. Closing Remarks – Dixie Thompson

Discussed requiring student confirmations once they are admitted. Looking at ways to help us identify students who are coming and plan to attend once admitted. What programs do we have that require a confirmation of some sort, and does it work?

- Nursing students have to pay a \$100 seat fee by May 1. Applied to tuition if they come; lose it if they don’t.
- Social Work has a seat fee.
- HCB has a seat fee.

Although it is a fee, if the cost can be applied to tuition, it may be more palatable. We will continue to research and discuss more in the future.

No further items; meeting adjourned.

Next Meeting: September 12.

