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Graduate Associate Deans' Group Minutes

Graduate Council

2-13-2020

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**Graduate Associate Deans
Minutes – February 13, 2020**

Members: Dixie Thompson (Vice-Provost & Dean), Katherine Ambroziak, Architecture & Design), Virginia Kupritz (Communication & Information), David Cihak (Education, Health & Human Sciences), Bruce Behn (Haslam College of Business), John Stier (Herbert College of Agriculture), Paula Schaefer (Law), Mary Gunther (Nursing), Ozlem Kilic (Tickle Engineering), Holly Mercer (Library), Sherry Cummings (Social Work)

Ex Officio & Guests: Yvonne Kilpatrick (Graduate School), Sara Bradberry (Graduate School), Sean Hendricks (Graduate School), Ernest Brothers (Graduate School), Millie Cheatham (Graduate School), Heather Hartman (SACS Accreditation), Denise Gardner (Institutional Research & Assessment)

Welcome & Approval of Minutes – Dixie Thompson

Minutes Approved

Graduate School Updates – Dixie Thompson

Call for Hooding Speaker Nominations – Deadline is March 6 (Resume/CV, Letter of Nomination, and college endorsement)

APC Updates: Discussed two upcoming items to be presented at APC (handouts distributed):

- **Graduate Restart Program** - This has been discussed here previously and will now be taken to the Academic Policy Committee.
- **Enrollment Deposit** – also being taken to APCE. If you already assess a fee, it is not changing. Hopeful this will help us to better communicate, and know who our student population will be. If the deadlines we have chosen become an issue, we can adjust as we need to. This policy applies only to degree programs. The question was raised about what happens to the money for the students who do not come? **Sara will find out what happens at the UG and report back.** It is not refundable. Regarding the potential of students who cannot pay; departments will have the option to pay for it, similar to what we do for admissions fees.

Cookies & Conversation – March 31 (10:30 – 12:00) and April 23 (1:15 – 2:45)

Encourage members of your Deans Advisory Group to participate. Dr. Thompson will be in the Graduate Commons during these times and available to discuss their concerns.

Posthumous Awards – UG offers posthumous degrees that are course/hours based. If the student is within 18 hours of graduation, they can get a posthumous degree. Graduate programs are outcome based with a thesis, dissertation, project, etc. We are exploring options, as we would like to do something for these students and their families. UG is going to be doing a diploma in memorium (not a degree). It is about providing something to the family that recognizes the efforts of their loved ones. Feel free to bring ideas to graduate council for discussion.

Budget Model/Ongoing Discussions: Discussed the impact on graduate students/education. We have had a central pool for waivers and that will go away with the new model; we haven't decided yet about auxiliary units. We will create new guidelines around creating fee waivers: health insurance, tuition, etc. will all have to be considered in addition to stipend. Decisions will be going back to departments and they will be able to do some exciting things. Know that discussion is ongoing.

Results of Assessment Reports for 2018-2019 – Heather Hartman & Denise Gardner (presentation attached)

Please give a push to those programs rating “unsatisfactory” or “developing” and make an improvement in that report if you can (for example, if a rubric wasn't uploaded, go ahead and upload it now). It is still open to make those types of changes for this year (the deadline is in March). If you do tweak it, let them know. If you don't, use this as a tool to learn for the current year. If you would like to meet with them to discuss the outcomes, they are happy to come and schedule a visit.

Assessment Day: We will be asking for names of people to participate Sept. 16 and 17 this year. It is about 2/3 of a day. Assessment in the morning; practice in the afternoon. Would like to have a cohort of returning folks and pair them with new people (there will be compensation). The rubric is a great resource. There is also an assessment guide (see OIRA website under resources and at SACS@utk.edu). We also have training videos through Canvas. We have come so far and are doing good things!

Graduate Student Services Update – Sara Bradberry

- Prelim Draft Submissions for T/D Deadline is Feb 19 for students graduating Spring. They can call Sara directly if they need help.
- Spring Hooding is @ 7pm on May 7.

3MT Update – Sean Hendricks (handout: semi-finals)

We are meeting with all participants for training if they want it; offering tips and ideas. We are building slides and social media. Opportunity for departments to get out PR for their students. Sean distributed the semi-finals list.

Celebrating Graduate Education: Graduate Education Week is Feb. 9 – 15. Thanks to those who have events planned! Graduate & Professional Student Appreciation Week is coming up March 30. Lots of activities have been planned.

Closing Remarks

SLATE – Yvonne Kilpatrick

Those who have access in ADMIT may need access to slate; there is a new form to complete (Slate Access Request form). We are planning to have training for campus users on a wider scale this spring. There will be different topics for you to choose from. These forms coming in will help us know who should be at those trainings.

Nursing – Mary Gunther: College of Nursing just went through two recent reviews. No concerns, in compliance.

Chancellor’s Town Hall – Dixie Thompson

All about strategic visioning, which is important for us. Are we adequately recognizing graduate programs in how our budget model is designed? Dixie is part of the visioning committee. We have an administration committed for us as an institutional research university; and we have to be willing to direct resources that way. As you engage in these conversations, push graduate and professional education so that it does not get lost.

ORI Updates – Dixie Thompson

We are waiting to hear. The committee working on the report has given it to the president and the chancellor, but we don’t have feedback on that yet. More to come.

Social Work Gerontology Certificate – Sherry Cummings is retiring Aug. 2021. Discussed the certificate program. It is small, but she is the last gerontologist at their college. They cannot carry the certificate on their own, and hope there may be other colleges/departments who would like to take it on.

Meeting adjourned.