



University of Tennessee, Knoxville
**TRACE: Tennessee Research and Creative
Exchange**

Graduate Associate Deans' Group Minutes

Graduate Council

9-10-2020

Graduate Associate Deans' Group Minutes - September 10, 2020

Graduate Council

Follow this and additional works at: https://trace.tennessee.edu/utk_gcassocdeans

Recommended Citation

Graduate Council, "Graduate Associate Deans' Group Minutes - September 10, 2020" (2020). *Graduate Associate Deans' Group Minutes*.
https://trace.tennessee.edu/utk_gcassocdeans/95

This Meeting Minutes is brought to you for free and open access by the Graduate Council at TRACE: Tennessee Research and Creative Exchange. It has been accepted for inclusion in Graduate Associate Deans' Group Minutes by an authorized administrator of TRACE: Tennessee Research and Creative Exchange. For more information, please contact trace@utk.edu.

Graduate Associate Deans Meeting (Virtual)

September 10, 2020 – Minutes

Attending

Members: Dixie Thompson (Vice-Provost & Dean), Todd Moore (Arts & Sciences) Virginia Kupritz (Communication & Information), John Stier (Herbert College of Agriculture), Sadie Hutson (Nursing), Terri Durbin (Nursing), Ozlem Kilic (Tickle College of Engineering), Sherry Cummings (Social Work), Katherine Ambroziak (Architecture), Jeff Fairbrother (Education, Health, and Human Sciences); Mary Goss (Haslam College of Business); Paula Schaeffer (Law); Claudia Kirk (Vet Med)

Ex Officio & Guests: Yvonne Kilpatrick (Graduate School), Sean Hendricks (Graduate School), Ernest Brothers (Graduate School), Millie Cheatham (Graduate School); AnnaMaria Murphy (Graduate School); Sara Bradberry (Graduate School)

Open and Welcome – Dixie Thompson

Approval of Minutes – August 13, 2020 Approved

Graduate School Updates – Dixie Thompson

- Graduate school continuing to have a partial telecommuting schedule; not many drop-ins. Overall, things seem to be going well. Someone is in the office if needed; reach out to us.
- 1st meeting of Graduate Council went well. Amy Broemmel is the chair, and we are looking forward to a great year ahead. Many changes happening in UG, so we will look at those see if/how they apply to graduate level. Be on the lookout for those kinds of issues that may come along.

COVID Challenges – Open Discussion

- International students continue to have travel-related issues
- Some research students encountering restrictions due to COVID
- Lots of adaptability and people trying to find ways to work around the problems that have occurred.
- Departments have reported that some GTAs were concerned about teaching in-person sessions.
- Another concern some GTAs have remarked about is the amount of time it requires as the instructor of record. Lots of adaptations around the mode of delivery happening. The same student may have in-person classes, hybrids, and fully on-line offerings. It is a period of adjustment.
- Some students are facing issues related to isolation. Graduate students will be looking mostly for connections with those in their own disciplines. We know departments are working on these things, but if we can help, please let us know.

If you hear other issues are starting to emerge, please let us know. We are continuing to be flexible with how we take in forms, Zoom defenses, etc. If your students are having challenges, we can help guide them.

SFRA Fall 2020

Student Faculty Research Awards submission deadline is Oct 1. Like last year, we are not requiring college endorsements, only departmental. Encourage students to apply.

Fellowships FY22

Since we now have 14 day counts we can look at distributions for fellowships for FY22. Hope to get that out to colleges in October.

GSS Travel Awards

Discussed issues facing the Graduate Student Senate Travel (and Professional Development) Awards. GSS typically provides funds for students traveling to present their papers. So many of those meetings are now online; some allow for presentations, others do not. We are having to look at how to utilize those funds this year. When students travel to present, they are representing the university, so costs can be reimbursed. However, if they are just attending, those funds become academic support and can be considered part of their financial aid package, which creates a different problem/process. Discussed options – will continue to support GSS as they look to make decisions related to these funds.

Slate Update

AnnaMaria Murphy shared the census numbers below as part of the Slate update:

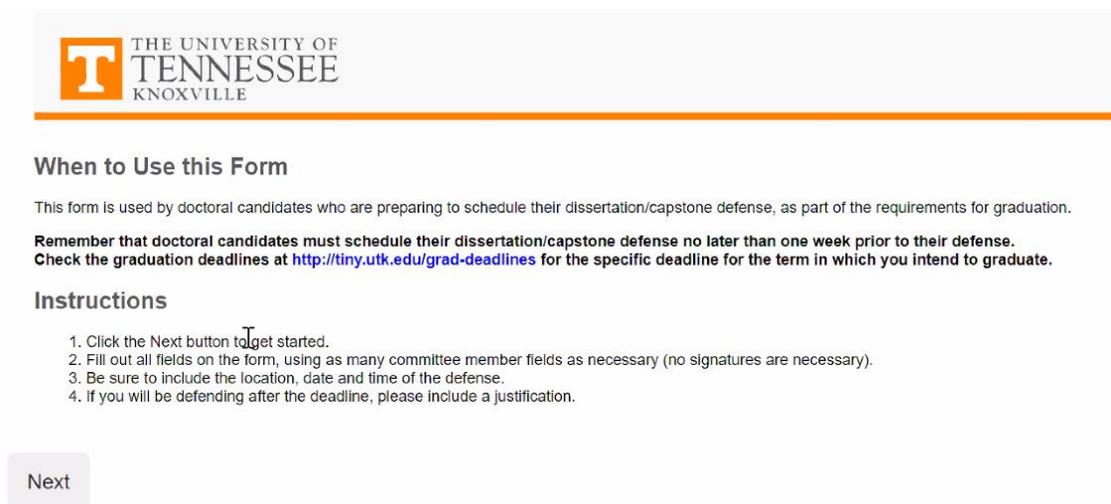
University of Tennessee Graduate School Fall Cohort New Student Enrollment Trends 2016-2020										
New Graduate Students Aggregate										
	2016	2017	2018	2019	*2020	1-Yr Change	5-Yr Change			
Applications	6762	6267	6017	5695	6115	420	-647			
Admits	2919	2856	2888	2804	3023	219	104			
Enrolled	1633	1703	1732	1731	1864	133	231			
Admit Rate	43%	46%	48%	49%	49%	0%	6%			
Yield Rate	56%	60%	60%	62%	62%	0%	6%			
* Reported by Office of Graduate Admissions at the request of Office of Institutional Research, Source: Graduate Blueprint										
2016-2019 data source: Office of Institutional Research										
Note: Law and VetMed report separately to the Office of Institutional Research										
New Graduate Student Race and Ethnicity										
	Non-Resident Alien	Hispanic/Latino	American Indian	Asian	Black or African American	Native Hawaiian	White	Two or more races	Race and ethnicity unknown	
Applications	1407	265	6	144	377	1	3710	145	60	
Admits	366	136	6	88	179	1	2154	67	26	
Enrolled	110	85	4	49	119	1	1437	46	13	
Admit Rate	26%	51%	100%	61%	47%	100%	58%	46%	43%	
Yield Rate	8%	32%	67%	34%	32%	100%	39%	32%	22%	

Dixie pointed out that the number of applications is going down, and we are working harder than ever to try to get those numbers up. It will be interesting to see the drill-down on these census numbers, to better understand which programs are getting applications.

AnnaMaria – our yield is increasing; we are helping those students come on to UT. Overall, Slate is going well. Lots of applications have been received. We have several trainings taking place, and if you need something specific for your college/department, let us know. Encouraged everyone to take advantage of the UT Slate User Group – handouts on how to perform certain functions, updates, etc. are posted there. Trainings and videos are also posted there. We will be closing Admit for departmental access on November 20 (currently running both Admit and Slate).

Student Services Update – Sara Bradberry

Sara provided an update regarding web forms. Most of our forms in the Graduate School are PDFs, but we now have one (the Dissertation Defense Form) that is workflow based (screen shot below), and we are continuing to develop additional ones. She provided a demonstration of the Dissertation Defense Form:



 THE UNIVERSITY OF
TENNESSEE
KNOXVILLE

When to Use this Form

This form is used by doctoral candidates who are preparing to schedule their dissertation/capstone defense, as part of the requirements for graduation.

Remember that doctoral candidates must schedule their dissertation/capstone defense no later than one week prior to their defense. Check the graduation deadlines at <http://tiny.utk.edu/grad-deadlines> for the specific deadline for the term in which you intend to graduate.

Instructions

1. Click the Next button to get started.
2. Fill out all fields on the form, using as many committee member fields as necessary (no signatures are necessary).
3. Be sure to include the location, date and time of the defense.
4. If you will be defending after the deadline, please include a justification.

Next

Name:	<input type="text" value="Don Student"/>
Email	<input type="text" value="dstudent@utk.edu"/>
Major:	<input type="text" value="English"/>
Graduation (semester/year)	<input type="text"/>
Dissertation / Capstone Title	<input type="text"/>
Location of Defense:	<input type="text"/>
Date of Defense	<input type="text"/>
Time	<input type="text"/>
If after deadline, please provide justification	<input type="text"/>

Dissertation/Capstone Committee

Major Professor - Name

Major Professor - Department

Thank you! Your form has been submitted.

[View Form PDF](#)

Students will complete the form and sign electronically. It then goes to their graduation specialist for processing.

Additional updates:

- The Leave of Absence form will be going live next week.
- We are retiring the remote participation form...no longer needed.
- For this semester, we will continue electronic forms and all forms can also be emailed to us, as we are trying to limit foot traffic in our office.
- Thesis/Dissertation preliminary draft deadline is Sept 30.
- Sylvia Miller is retiring effective Dec 1, although her last day will be before then (end of September).
- Hooding – if we can do something in person, we want to, but not sure what is possible at this point.

Professional Development (GPSPD) Update – Ernest Brothers

- Ernest reported that GPSPD met earlier this week began to review Linked-in learning options related to our five modes. Sean has put those on the web page.

- Recently participated in FAMU virtual recruitment event...it is certainly different via Zoom, but thankful for the opportunity to move forward. Later this month we have another Grad fair with several recruiters participating.
- Getting requests for mentoring as related to faculty...looking at developing a mentoring certificate for both students and faculty.
- Also, thanks to those who gave us departments that may be interested in holistic graduate admissions. More information will be coming related to that.
- Sean shared that compliance training will be different this year. Faculty, staff, and students will receive an email that includes a training link and a list of everything each person needs to complete. All required trainings will be available at one time (instead of multiple trainings sent throughout the year). Those emails will go out next week.

3MT Update – Dixie Thompson

We talked about this quite a bit at the last meeting, including pros and cons. Our team has also discussed it, and the event will have to be different than years past. Following those discussions, we developed the following process for this year:

- The Graduate School will manage the process following the official 3MT guidelines. Colleges will not need to coordinate semifinal events as they have in the past.
- Colleges will send us 2 names of students who will compete in the finals by January 29 (For this purpose, we are counting CEM and Vet Med together, and the Bredesen Center and Tickle Engineering together).
- How colleges come up with those two names is up to them. Some may want to hold competitions, others may want to have a different selection process.
- Once we have the final competitor names, we will work with those 22 students to help get their presentation ready for the “final” competition following the official rules put forth by the University of Queensland.
- Final Competition will be during GPSAW 2021 (first week in April, date TBA). We may divide this into two competitions (since there will be 22 students, but we’ll see).
- The winner will be able to progress to CSGS for the regional competition.

Additional Items:

- Conversation emerged about standardized tests such as the GRE, especially during this time. Some departments have de-emphasized them, others have or will waive them, and some plan to stop using them. Reminder that if changes are made, the catalog will need to be updated and

Graduate Admissions will need to know so that we can make sure the information students are provided is correct.

- Dixie thanked Jeff Fairbrother for his service at UT. He has accepted a position at Auburn, and will be leaving soon to start his new position. We wish him the best!

With no further items, meeting adjourned.