

**UNIVERSITY COUNCIL FOR GRADUATE STUDIES  
AND RESEARCH**

**MINUTES**

**2 March 2001**

**Meeting Number 321**

**Present:** S. Agrawal (FCBE), G. Baxter (Theatre—proxy S. Chreitzberg), L. Bennett (CAS), P. Davis (FCBE), B. Gholson (Psych), A. Graham (Comm—proxy M. Logan), M. Hamrick (HMSE), J. Hurley (Hist), W. Jermann (ECE), C. Jones (FCBE—proxy S. Agrawal), M. Logan (CCFA), E. Rakow (CEPR—proxy K. Weddle-West), D. Smith (EngTech), R. VanArsdale (Geol), D. Wark (AUSP), K. Weddle-West (COE); D. Horgan (Interim Dean)

**Absent:** W. Janna (Herff), P. Bridson ( Interim VPR),

**Guests:** Barbara Ellen Smith, Floyd “Bud” Amman

The meeting was called to order at 2:05 pm.

- I. J Hurley moved (2/M. Hamrick) that the minutes of Meeting 320, 2 February 2000, be approved with recommended additions. The motion was carried by voice vote and the additions made.
- II. Announcements
  - A. D. Horgan asked that all colleges and academic units send the Graduate School a copy of acceptance and rejection letters and GA appointment letters.
  - B. Enrollment figures were discussed. D. Horgan asked for specifics to explain enrollment trends within units.
  - C. D. Horgan requested information from all units including both strengths and weaknesses, so that she can prepare a report for the new President detailing growth and goals of the Graduate School and the obstacles it must overcome.
  - D. D. Horgan reiterated the need for timely submission of required Graduate School forms documenting a student’s progress toward degree.
  - E. D. Horgan called attention to the new standard message that will be used, due to lack of staff, in reply to e-mail queries.
- III. New Program Proposals
  - A. The proposal for a Computer Science major in Math Sciences was withdrawn.
  - B. Certificate in Community College Teaching and Leadership: Bud Amman, who proposed the program, outlined the need for such a program: teaching and administration in community colleges is very different from four-year colleges; there are currently 1600 people teaching full-time without training; there is no program like this in the Mid-South although there are 10 community colleges

within a 100-mile radius of Memphis. This is proposed as a 15-18 hour post-master's certificate, though it can be earned concurrently with a master's, which could develop into a doctoral program. Of the five required courses, three are in place, one has been offered regularly as a Special Topics course, one is new. No new faculty or additional costs are required. D. Smith moved (2/W. Janna) that the proposal be approved. The motion was carried by voice vote.

- C. Certificate in Women's Studies: Barbara E. Smith, who presented the proposal, explained that, although the proposal for a master's in Women's Studies is scheduled to be addressed by TBR at its March 2001 meeting, many students who are already in other programs have expressed interest in also earning a certificate in Women's Studies. The 12-hour program would be open to any student already enrolled in a graduate program and is of particular interest to those who intend to enter academic fields or community college teaching. No new faculty will be needed. D. Smith suggested that female students be surveyed and the results added to the proposal. D. Horgan pointed out that TBR does not usually require such detailed documentation for certificate proposals. K. Weddle-West moved (2/D. Smith) that the proposal be approved. The motion was carried by voice vote.

#### IV. New Business

- A. M. Hamrick requested that we make admissions applications easier to find on the Graduate School's homepage.
- B. D. Smith noted that there is no title (not the same as a URL) on the home page, so it can not be book marked.

There being no further business, the meeting was adjourned at 2:55 pm.

Minutes respectfully submitted by Nancy Hurley