

UNIVERSITY COUNCIL FOR GRADUATE STUDIES AND RESEARCH

MINUTES 7 April 2000

PRESENT: L. Bennett (CAS), K. Davis (Biol), B. Gholson (Psych), E. Grusin (Jour), M. Hamrick (HMSE), W. Janna (HCE), W. Jermann (EE), C. Langstraat (FCBE), M. Logan (CCFA), E. Rakow (CEPR), D. Sherrell (Bus), D. Smith (Tech), D. Tucker (Hist), D. Wark (AUSP), K. Weddle-West (COE), L. Brinkley (VPRDGS), Dianne Horgan (ADGS)

Absent: A. Graham (Comm; proxy to M. Logan), W. Smith (Bus)

The meeting was called to order at 2:10 p.m.

- I. D. Smith moved (2/LB) that the minutes of the March 2000 meeting be approved. The motion was carried by voice vote.
- II. Announcements
 - A. L. Brinkley announced the following TBR approvals; a copy of the TBR memo was distributed to Council members. The first three approvals require THEC authorization for implementation:
 1. The Au.D. program in Audiology,
 2. The M.S. program in Electronic Commerce, and
 3. A new Chair of Excellence in Audiology and Speech Pathology.
 4. The following items may be implemented as of the date proposed:
 - a. Consolidate two existing programs, the *Training and Technical Assistance Project* and the *Community-based Job Readiness Program*, into one center, the *Center for Rehabilitation and Employment Research*,
 - b. Modify title of *Department of Electrical Engineering* to *Department of Electrical and Computer Engineering*,
 - c. Modify title of *Department of Geography and Planning* to *Department of Geography*,
 - d. Modify title of *Department of Sociology and Social Work* to *Department of Sociology*, and
 - e. Modify title of *University of Memphis Prevention Center* to *University of Memphis Center for Community Health*.
 - B. L. Brinkley also announced that, beginning with the Fall 2000 semester, the Graduate School will require that graduate students who are not native speakers of English pass the SPEAK test of spoken English before they will be allowed to teach. It is a twenty-minute taped test with standardized scoring and is offered here on campus. A passing grade is 45 out of a possible 100. AUSP offers one-

on-one accent reduction training, which will be available to students who fail the SPEAK test. Elizabeth Silverman of the Center for Academic Excellence will hold seminars in class management and remediation that will be as personalized as possible. There will be no cost to the student or the academic unit, as Ms. Silverman's salary next year will be prorated to the colleges according to the number of international TA's helped this year. Dr. Brinkley urged coordinators who have not met or talked with their international applicants to call them for a chat (without letting them know it is an informal test) to get an idea of their spoken English. Dr. Horgan reminded everyone that a graduate student cannot be hired as a TA without eighteen hours of graduate credit, which should give units time to isolate and remedy possible problems before a student begins to teach. The next test will be given in late August. The Verification of Academic Credentials (for TA's responsible for credit courses) has been revised to include passage of the SPEAK test. A description of the SPEAK test, a copy of an article from the Commercial Appeal describing the nation-wide problem, and a copy of the revised form were distributed to Council members.

Dr. Brinkley left at this point to attend another meeting and turned the Council meeting over to Dr. Horgan.

- C. Dr. Horgan announced that the electronic application process, through Embark.com, can be sorted by major so that academic units can personally encourage applicants. The process is user-friendly, but Jan Brownlee can help if necessary. Sample pages were distributed to Council members.
 - D. Dr. Horgan announced a problem with the Non-Traditional Course Offering Request Form. This form is to be used when offering a course in a compressed timeframe, such as first or second session of a semester. It is imperative that the form be filled out fully because the Graduate School has to certify that the course meets all TBR requirements, such as number of contact minutes, before it can be offered.
- III. Remaining editorial changes to Section 2 of the Graduate Catalog: D. Smith moved (2/E. Rakow) that the changes be approved as submitted. The motion was carried by voice vote.
- A. P. 22, col. A: Change dissertation time limits to ten years for coursework and two more for the dissertation for a total of twelve years; individual programs may have more stringent time limitations. D. Smith moved (2/M. Hamrick) that the changes be approved as submitted. The motion was carried by voice vote. This change will not go into effect for one year, in order for the academic units to have time to modify their program descriptions as necessary to bring them into line with overall policy.
- IV. Appeals Procedures: A revised text, incorporating changes suggested by the Legal Counsel, was distributed. After discussion that elicited some further revisions, it was decided that another revised text will be circulated to Council members and a vote solicited by e-mail.

- V. Consideration of items tabled at March meeting:
- A. English Department: After discussion whether they should require a minimum number of 8000-level hours for post-Master's level students after the 7000-level hours have been cross-listed as 7/8000, D. Smith moved (2/M. Hamrick) that the changes be approved as submitted. The motion was carried by voice vote.
 - B. History Department: D. Smith moved (2/K. Weddle-West) that the changes to the Ph.D. program be approved as submitted. The motion was carried by voice vote without further discussion.
 - C. Philosophy Department: : D. Smith moved (2/M. Hamrick) that the changes to the Ph.D. program be approved as submitted. The motion was carried by voice vote without further discussion.
 - D. Management Information Systems Academic Area: Change the comprehensive examination for the MSBA with concentration in MIS from written to oral. K. Weddle-West moved (2/E. Rakow) that the change to the program be approved as submitted. The motion was carried by voice vote.
- VI. Revisions to Graduate Faculty Guidelines spelling out the fact that faculty who are no longer at the University must request Adjunct Graduate Faculty status to remain on a student's committee. K. Weddle-West moved (2/E. Rakow) that the changes be approved as submitted. The motion was carried by voice vote.
- VII. K. Weddle-West distributed revised program description for the Department of Instruction and Curriculum Leadership necessary to conform to Tennessee Licensure requirements. Several suggested revisions had been put forth at the meeting of college directors on 4/5/00 and they will be combined if possible with this revision. A new revision will be circulated to Council members via e-mail for approval.
- VIII. New Business:
- L. Bennett raised the question of ethnic choices on the Departmental Recommendation Form for applicants. Since the Graduate School is currently revising the form this will be addressed in the revision.

There being no further new business, the meeting was adjourned at 3:40 pm.

Minutes respectfully submitted by Nancy Hurley.