

**Tennessee Conference of Graduate Schools  
Spring 2016 Meeting Minutes  
Saturday, February 20, 2016  
Omni Charlotte Hotel  
132 East Trade Street  
Charlotte, NC, 28202**

**Attendees**

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Karin Bartoszuk, ETSU  
Brian Maxson, ETSU  
Celia McIntosh, ETSU  
John Cox, UTHSC  
Ernest Brothers, UTK  
Don Thomason, UTHSC

Scott Handy, MTSU  
Alice Camuti, TTU  
Felicia Washington, UTHSC  
Yvonne Kilpatrick, UTK  
Randy Walker, UTC  
Isaac Donkor, UTHSC

**Call to Order**

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The TCGS Meeting was called to order by Alice Camuti, who spoke on behalf of TCGS president Mark Stephens who was unable to attend. The meeting was called to order at 5:10 p.m.

A motion was made and carried to permit the thesis award winner to present prior to the business portion of the meeting.

A second motion was made and carried to begin creating a certificate to accompany the thesis award.

**Approval of Fall 2015 Minutes**

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The thesis presentation, entitled “Scoliosis Analog Model for the Evaluation of Bracing Technology” by Ms. Chloe Chung of UTHSC concluded at 5:50 pm. A motion was then made for the approval of the minutes for the fall 2015 minutes. The minutes were approved with three minor corrections:

1. The institutional listing for Felicia Washington read “UTCHS,” and should read “UTHSC.”
2. In the ETSU institutional updates, letter c, “Graduate Student Support Specialist” should read “Graduate Student Success Specialist.”
3. In the Discussion Items, number 8, the sentence “The committee in the past consisted of Karin Bartoszuk, chair Randy Walker...” This sentence should read “The committee in the past consisted of chair Karin Bartoszuk, Randy Walker...”

## **Treasurer's Report**

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The beginning balance was \$9,886.63, and the ending balance is \$8,151.72. The treasurer's report was distributed to all members. A motion was made for the approval of the report. The treasurer's report was approved.

## **Institutional Updates**

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Updates were provided by each institution present, and the following summaries reflect the information provided to the secretary in the weeks after the meeting. Belmont University also submitted an institutional update; that update has not been included in these minutes as no representative of Belmont University was present at the spring meeting.

1. ETSU
  - a. Graduate enrollment is up slightly
  - b. This fall we will begin offering a new, interdisciplinary Master's degree in Human Services
  - c. We have raised our domestic and international application fees to both bring these fees in line with other graduate schools across the country and to help pay for student services
  - d. We are in the process of searching for a new assistant dean to take over for Brian Maxson, who will be returning to the research and teaching full time this fall.
  
2. Tennessee Tech University
  - a. Graduate Education Week will be held to recognize graduate students on campus.
  - b. The current graduate enrollment is 1,092 students which is a 6.2% increase from last spring.
  - c. The current undergraduate enrollment is 8,906 which is a 5.6% decrease.
  - d. The Interdisciplinary Studies, MPS in Healthcare Administration is the highest growing graduate program from spring to spring.
  - e. The MPS in TESOL and the MPS in Public Safety programs will be going through approval the next approval process as new programs for 2016.
  - f. TTU Carnegie Classification Change:
    1. Tennessee Tech University has moved up a notch in national classification system for colleges and universities and is now recognized as a doctoral institution by the Carnegie Classification of Institutions of Higher Education. TTU is the only public university in the state that changed its classification in the current update.
    2. The elevation from a master's to a doctoral university is the result of several years of work, as TTU has placed additional emphasis on recruiting and graduating doctoral students, and on original research by faculty and students in all academic areas.
  - g. We are optimistic that we will move from 35% of our students receiving GA positions to possibly 40% as the university commits to doctoral recruiting.

### 3. University of Tennessee

Dr. Carolyn Hodges stepped down as the Vice Provost and Dean of the Graduate School at the end of the Fall Term and returned back to the faculty ranks where she is a Full Professor of German. An internal search was conducted, and Dr. Dixie Thompson was named the new Vice Provost and Dean of the Graduate School effective April 1, 2016.

A faculty member since 1994, Dr. Thompson has been serving as associate dean for research and academic affairs in UT's College of Education, Health, and Human Sciences. She is a professor in the Department of Kinesiology, Recreation, and Sport Studies and served as the department head from 2008 until 2012.

### 4. MTSU

Progress toward the implementation of a number of technologies is on-going, though delayed due to demands on the Undergraduate side and ITD. These include DegreeWorks, Dynamic Forms, and Hobson's Radius. Overall enrollment is steady, with a slight decline on the Graduate side, even though the number of admitted students is up. We are looking into this gap between admission and enrollment. The new programs started this fall (MA in Liberal Arts and MS in Finance) are off to good starts in terms of number of applicants and enrolled students. The Master of Library Science program will start this Fall 2016.

### 5. University of Tennessee Health Science Center

- a. Many issues are dealing with postdoctoral training, especially with regard to uncertainty around the FLSA. There will no doubt be ripple effects on graduate programs due to the adverse effects of the proposed FLSA changes on postdoctoral positions.
- b. The Board of Trustees is asking for well-defined metrics for performance. For students, time-to-completion of the degree is the major metric. For postdocs, similar to faculty, funding and publication, and support dollars in which a postdoc is supported, will be used.
- d. New programs in the works are a Health Informatics and Information Management track in the Health Outcomes and Policy Research Ph.D. program.
- e. St. Jude Children's Research Hospital has received THEC approval for a Ph.D. program. We will encourage them to join the TCGS.

### 6. University of Tennessee Chattanooga

- a. Working to establish accelerated graduate programs for UTC UG students
- b. Graduate student recruitment

## **Discussion Items**

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1. Day on the Hill- The discussion addressed the likely attendance of members at this event.
2. Catalog Training- A catalog training is available in Florida at the Dicarc Conference. A question was posed if any institutions let faculty directly make changes to the catalog. The answer was no. One institution reported it may be going to one catalog for undergraduate and one catalog for graduate programs. It was mentioned that several

institutions outside the state have separated undergraduate and graduate catalogs in this manner. The question was posed about what all institutions thought about this idea? A point was made that Acalog has some issues. Curriculog is not being used, is expensive, and has glitches. A recommendation was made to have a dedicated staff person to work Acalog. One stated that the problem is that a degree with several concentrations is difficult and faculty need to go over catalog entries for accuracy. However, Acalog is able to be updated at any time, which is a plus. Some institutions have two people overseeing the catalog, one for graduate and one for undergraduate while others only have one.

3. Election of Officers – Felicia Washington will be treasurer, Jasbir Dhaliwal will be president elect, and Stephanie Galloway will move to president. Brian Maxson will no longer be secretary. Karin Bartoszuk was nominated and approved as secretary. The webmaster will be Dan Thomason.
4. Fall Meeting – The next meeting will be in Knoxville. The place and time will be determined at a later date. All the members agreed that the meeting may be scheduled during the week or the weekend.
5. An idea was made to place the information about the thesis award in a standalone page on the website. The recipient of the award will be offered a certificate and a certificate holder. It was suggested that the members on the thesis committee should change each year with half to change each year. A question was posed if the thesis travel and award are sustainable. It was answered that expenses are higher for this past year, but the organization is still in the black. A thought was made to have the next meeting in TN separate from SCGS in order to lower the expense of travel reimbursement for the award recipient. A brief discussion was held on the possibility of having the award winner be able to skype the presentation.
6. Should we begin to increase membership? The same institutions continue to attend, and thus what can be done to increase and diversify the membership? Maybe look into a strategic plan for the group to determine goals, bylaws, and a constitution. Perhaps could explore ways to increase our relevance at the state level. Perhaps a goal for next year could be to do this re-evaluation. This discussion is to continue at the fall meeting, and all members are encouraged to review the bylaws before the fall meeting.
7. A question was posed regarding how many institutions link to the website? It was answered that not many do and it would be good to look into it.

The business portion of the meeting concluded at 7:10 pm.