

UA Little Rock Graduate Council
February 10, 2021, 3:00 p.m.
Zoom Virtual Meeting

Minutes

Members Present:

Laura Ruhl, John Nichols, Lynne Larsen, Chelsea Bradley, Mariya Khodakovskaya, Sung-Kwan Kim, Roger Dorsey, Nancy Hamilton, Heidi Harris, Kamran Iqbal, Robert Lytle, Jennifer Holtz, Carolyn Turturro, Natalie Snow

Members Absent:

David Manry, Tracy Cook, Jerry Stevenson, Donna Rose

Others Present:

Dana Steele, Brian Berry, Paula Baker, Ross Bradley, Karen Kuralt, Nicole Godfrey

Meeting called to order at **3:02 p.m.**

Welcome and Introductions

Old Business

- Approved minutes from January 27, 2021 meeting.

New Business

- **Report of the Curriculum Committee**
 - N/A

New Business

- **Report of the Curriculum Committee**
N/A
- **Report of the Policy and Personnel Committee**
 - **Applications for Graduate Faculty Affiliate Status:**

Esther Mead
APPROVED

Doctorate

COSMOS

DCSTEM

- **Applications for Graduate Faculty Full Status:**

Dean's Report

Catalog Edits

- If you have any graduate catalog edits, get those in by Friday (02/12/2021).

Enrollment

- Enrollment is looking good for the graduate school. Based on the last enrollment report, it looks like the school is up 1.7 % head count. It had previously been predicted to be -17%.
- Enrollment numbers took a hit due to fewer international students being enrolled. Enrollment numbers might be even higher if the university had these students.
- Currently, graduate school enrollment is up a couple of students versus last fall.
- Fall 2021 applications are up 40%. A lot of these applicants are international students and some are deferred students. Trying to research overall how the graduate school enrollment numbers for 2021 will be affected without including these numbers.
- A verbal offer to the new Enrollment Management Specialist has been made. As soon as Workday processes everything, a formal announcement will be made to welcome this member to the team.

Open Forum

Probation Policy

- In the process of still drafting a policy. Due to important deadlines, drafting didn't get very far. Dr. Berry and Dr. Kuralt will bring some draft policy language to the next Graduate Council meeting.

Onboarding Student Experiences

- There has been an observation by Graduate Coordinators about how some students have been treated. Concern about how the process is for international students was expressed.
- Discussion about complications of international students getting their social security numbers late and GA lines being approved late also occurred.
- Committee members talked about automatic tuition / pay or drop emails. Some students that get these emails are not on this automated list, but they still receive them. There were also instances where some students received international emails about being deported due to their visa expiring, but these emails didn't apply to them.

- All of the Graduate Council members agreed that a more friendly experience / customer service for our students should be created.
- Dr. Berry expressed that delete lists at the university aren't that friendly to recipients. These emails don't exactly motivate the students to pay.
- The council members are contemplating coming up with a statement or resolution to change this process. Members were asked to consider drafting some resolutions or suggestions on fixing this issue.
- The Graduate Council is considering inviting the head of the International Student Services office (Tugrul Polat) to help answer questions about the process for international GA students. The idea would be to help inform the Graduate Council about some issues that international students face and how they can be resolved. Dr. Ruhl plans to reach out to the department.

Faculty Workload Policy

- Council members were curious about the progress of the Faculty Workload Policy.
- Currently, this policy is being discussed and worked on by various groups around campus.
- **What is known:** the policy is still in the final deliberation stage. All indicators are pointing towards this policy going into effect in the fall and will be assessed.

Graduate Student Dishonesty

- **Question:** Should there be a policy to cover graduate student dishonesty cases?
Answer: This subject is covered in the student handbook in the form of a code of conduct.
- Graduate Council members discussed examples of student dishonesty that they have encountered and questioned how they should handle these situations.
- When it comes to dishonesty, consequences vary depending on the types that occur. For instance, academic dishonesty is handled through a chain of command.
- Faculty are encouraged to use the AIGC process.

Dismissing GA Students

- In the process of cleaning up the current policy about GAs. The goal is to clear up the language that is currently fuzzy about dismissing GA students. The idea is to protect the university from any legal situations.

DegreeWorks and Slate

- All of the faculty that used DegreeWorks really helped Records and Registration with completing things. The department was able to finish things a lot quicker and easier.

- **DegreeWorks feedback:** It took less time to check students out and it was overall a good experience.
- The next step will be to make a transition in how students are being admitted. Currently, the university is waiting to get approval to purchase Slate. Slate is a better CRM that many universities use. This change will have an 18 month implementation period.

Meeting adjourned at **3:32 p.m.**