

**The University of Tennessee at Chattanooga
Graduate Council Minutes
September 26, 2002**

Members Present: N. Alp for E. McMahon, G. Bartoo, N. Fell, E. Foster, K. Gee, P. Guess, J. Henley, B. Lee, G. Litchford, E. Meagher, D. Pittenger, G. Thibadoux,

Members Absent: V. Bumphus, D. Cundiff, D. Edwards, T. Lease, S. Smullen, J. Wakim

Ex-Officio Members Present: Arfken, Orth

Ex-Officio Members Absent: Delacroix

Guests Present: M. Miller

Actions Taken

- Second Reading: Proposal for Curricular Changes in the Entry-Level Concentration in the Master of Science Degree in Health and Human Performance approved, 10-0-2.

I. Call to Order and Approval of the Minutes

Dr. Meagher called the meeting to order at 3:15 p.m. Dr. Bartoo moved to approve the minutes; Dr. Lee seconded. Dr. Fell noted that under point VII: First Reading: Addendum to the Curricular Changes in Health and Human Performance, a comment was left out. She asked that the minutes include "Dr. Wilkerson clarified that in EHLS 521 the occupational medicine reference was deleted from the course description." The minutes were approved with this change.

II. Old Business

A. Second Reading: Proposal for Curricular Changes in the Entry-Level Concentration in the Master of Science Degree in Health and Human Performance.

The proposal passed without discussion, 10-0-2.

B. Second Reading: Addendum to the Curricular Changes in Health and Human Performance.

Discussion was tabled until the next meeting.

III. New Business

A. Proposal to Raise TOEFL Requirements for International Students

Dr. Meagher introduced this issue and Dr. Arfken handed out some documents outlining UTC's international enrollment and the TOEFL profile of those students as well as a chart comparing UTC's TOEFL requirement to that of other Tennessee public and private universities. The proposal was to raise the minimum TOEFL score to 550. Dr. Litchford moved to approve this proposal.

Dr. Bartoo asked why we would wait to do this until 2004, why we would not do it immediately. Dr. Arfken explained that it would take that long to do so officially because it

would not go to the Board of Trustees until Spring 2003, and by then it would be too late to make official changes for Fall 2003 admission. Dr. Bartoo pointed out that, if these numbers were not officially publicized until this time, people would continue to apply under the assumption that the minimum was 500.

Dr. Arfken said right now 500 is the minimally acceptable score for admission to the Graduate School, but any program is welcome to increase their minimum requirement. Dr. Fell noted that they were considering raising the score for admission into the DPT. Prof. Gee asked if individual programs could go ahead and start using a higher score and Dr. Arfken said that any program could do this now, since students are recommended for admission on a case-by-case basis. If this program wants to change its specific TOEFL requirements for admission, however, the faculty should bring a proposal to Graduate Council.

Dr. Bartoo noted that MBA and Computer Science had the highest number and/or percentage of international students and asked if either program had expressed concern over raising the requirement. Dr. Meagher stated that Dr. Smullen did not raise any concerns when it was proposed at the last meeting and Prof. Gee did not have any either.

Dr. Bartoo asked how many current students would be affected if it were to be raised currently (of those already admitted/enrolled, how many would have been denied?). Dr. Arfken explained that of those students enrolled in fall 2002 who were required to submit a score (there were 24), one-third (8) would have been denied admission at the 525 cutoff, and about half (14) would have been denied admission at 550.

Dr. Lee asked for clarification about why some on the profile did not have a TOEFL score listed. He also asked a question about transfer students. Dr. Arfken explained that if an international student graduated from a US institution as an undergraduate they did not have to submit a TOEFL score. Ms. Orth stated that we did not have many international students transferring in for graduate education, so that is not really an issue.

Dr. Alp asked if we accepted participation in the ESL classes at UTC as a substitute for the TOEFL. Ms. Orth said no, not if they are on an F-1 visa.

The proposal passed, 12-0-0.

IV. Other Matters; Adjournment

Dr. Meagher distributed a memo concerning submission of agenda items. She asked that everyone please submit items in a timely manner.

Dr. Meagher also outlined the reasons for incorporating another meeting into this semester. The additional meeting has been scheduled for November 7.

Dr. Meagher announced committee members for 2002-2003.

400 Level Courses

Gary Litchford
Stephanie Smullen

Grade Appeals

Vic Bumphus
Jim Henley
Tony Lease

Admissions Requirements

David Edwards
Tony Lease
David Pittenger

Graduate Faculty

Petitions

David Cundiff
Bill Lee
Judy Wakim

Nancy Fell
Kim Gee
Pam Guess

Dr. Pittenger moved to adjourn and Prof. Gee seconded. Dr. Meagher adjourned the meeting at 3:35 p.m.

Respectfully submitted,

Brooke Kendrick
Graduate Assistant