

## **Minutes of the Graduate Council**

**Date of Meeting: February 15, 2023**

The February 15, 2023 meeting of the Graduate Council was called to order at 1:03 p.m. via Zoom by Dr. Randa Keeley, Chair of the Graduate Council.

### **Attendance:**

**Members:** Ale Babino, Patricia Bowyer, Lee Brown, Gretchen Busl, Sandra Cesario, Derek Crews, Rita DelloStritto, Stephanie Evans, Helen Everts, Alyssa Fiss, Jordan Fuchs, Gretchen Hoffman, Ruth Johnson, Carolyn Kapinus, Randa Keeley, Dundee Lackey, June Levitt, Mindy Menn, Anastasia Miller, Pushkala Raman, Suzanne Sellers, Donna Scott Tilley, Annette Torres Elias, Laura Trujillo-Jenks, Ann Wheeler, and Philip Yang.

Substitutes: James Lytle for Mark Tengesdal and Pamela Baker for Noralyn Pickens.

### **MINUTES APPROVED:**

- The meeting minutes for January 18, 2023, were voted on and approved.

### **ANNOUNCEMENTS:**

#### **Report from Dr. Carolyn Kapinus:**

##### Application Update

- Summer – completed applications are up 22% (+121); accepted students are up 28% (+53).
- Fall – completed applications are up 20% (+177); accepted students are up 65% (+75).
- Admissions is planning Pioneer Preview Day on Saturday, February 25.

##### Recruitment

- The Graduate School has funds to allocate to departments to help with recruitment. Programs can apply for up to \$1,000 to help with recruitment costs. If you need ideas, please reach out to Shaunte Alvarez-Minor who can help. If multiple programs in one department want to apply for these funds, I encourage you to strategize about this so that the money can go further and more programs can be helped. The announcement went out on Monday and funds have already been awarded and will continue to be awarded on a rolling basis.

##### Program Director Meetings

- We had a very interesting Doctoral Program Director's meeting last week. My thanks to Dr. Gretchen Busl (and her colleague Dr. Dundee Lackey) in leading the discussion about alternative dissertations.
- The Master's Program Director meeting will be next week on Thursday, February 23, at 4 p.m. Dr. Pam Youngblood is going to talk about how Music has used the recruitment enhancement fund. The Zoom link will go out soon.

## Hours in Dissertation and Student Success

- Dr. Hamner is joining us today as a guest to give us a preview of a larger analysis he and Dr. Michael Stankey are doing regarding time in dissertation and student success.
- If the data he is showing today peaks your interest, you can attend a presentation on **Wednesday, March 29 at 1:00 p.m.** We will invite Academic Component Administrators, program directors, and coordinators to attend.

## **Report from Dr. Ruth Johnson:**

### Target X

- The pilot program for spring 2024 is going well with minor issues.
- The pilot is only for Business, Child Life, Child Development, and Early Child Development PhD. We are getting updates regarding when it is to go live in July.
- Students applying for summer or fall 2023 or for a program that is not part of the pilot program still need to go to ApplyTexas.

### Graduates

- Graduates are currently the largest graduating class with a record number of 1,091 as of yesterday. We typically are in the 800's for spring. Staff will not have time for changes and corrections. Karen started degree audits and will let faculty know what changes need to happen. It will be up to faculty to help get those corrections completed.

### Reminders

- Completion of a thesis and dissertation--IRB requests and prospectus approvals at the end of the semester need to be submitted prior to enrolling in the next 5993 or 6993. Students cannot continue into 6993 without their prospectus approval. They must be enrolled in 5983 again; they can begin their data collection as soon as they have prospectus approval, even if they are in 5983.
- Students who go off to do practicum and internships, mostly Psychology, please remind your students not to submit their dissertations and/or thesis if it is a master's program prior to going out. They need to submit it in that last semester of their internship so that we can work it then. We do not have a way to store it or keep it for them.

## **Guest Speaker:**

- Mark Hamner, Vice Provost for Institutional Research & Improvement - Dissertation/time to degree

## **SUMMARY REPORTS FROM STANDING COMMITTEE MEMBERS:**

### **Executive Committee – Dr. Randa Keeley**

- Reminder that only the committee members can vote.

**Research Committee – Dr. Patricia Bowyer**

- TWU’s Student Creative Arts and Research Symposium will occur on Tuesday, April 18, 2023, and Wednesday, April 19, 2023. Announcements for both awards were sent out. If you have a student who would be appropriate to participate, encourage them to do so.

**Academic Standards Committee – Dr. Ann Wheeler**

- No report

**Academic Programs Committee – Dr. Laura Trujillo-Jenks**

- No report

**Membership Committee – Dr. Alyssa Fiss**

- We continue to work through some challenges with Workflow. When a re-work is requested, the application is not always being routed back to the person. We think that we have corrected the problem, but if you have an application that has been submitted and have not heard anything in over a month, please email me.

**NEW BUSINESS:**

1. Academic Programs Committee - Dr. Laura Trujillo-Jenks
  - Revise MS in Biology - Professional Paper
    - o Voted on and approved.
  - Revise PhD Marriage & Family Therapy
    - o Voted on and approved.
2. Membership Committee – Dr. Alyssa Fiss
  - Approval of the committees’ faculty recommendations. 2 Full and 2 Full with Dissertation Chair Endorsement.
    - o Voted on and approved.

| Name          | Component        | Recommendation                           |
|---------------|------------------|--|
| Amanda Arnold | Physical Therapy | Full                                     |
| Hui-Ting Goh  | Physical Therapy | Full with Dissertation Chair Endorsement |
| Rebecca Keele | Nursing          | Full with Dissertation Chair Endorsement |
| Sarah Ishii   | Visual Arts      | Full                                     |

**OLD BUSINESS:**

Academic Standards Committee – Dr. Ann Wheeler

- Graduate Faculty Status Policy
  - Voted on and approved.
- Credit for Prior Learning Assessment Policy
  - Discussion only with no vote.

**ADJOURNMENT: 2:14 p.m.**

The next meeting of the Graduate Council is scheduled for Wednesday, March 8, 2023, via Zoom at 1:00 pm. Members and guests may receive the Zoom link to meetings from Ms. Danita Cantu at [DCantu5@twu.edu](mailto:DCantu5@twu.edu).