

Minutes of the Graduate Council

Date of Meeting: April 19, 2023

The April 19, 2023 meeting of the Graduate Council was called to order at 1:05 p.m. via Zoom by Dr. Randa Keeley, Chair of the Graduate Council.

Attendance:

Members: Alexandra (Ale) Babino, Annette Torres-Elias, Dayna Averitt, Derek Crews, Dundee Lackey, Patricia Bowyer, Lee Brown, Rigoberto Delgado, Stephanie Evans, Helen Everts, Alyssa Fiss, Jordan Fuchs, Gretchen Hoffman, Carolyn Kapinus, Randa Keeley, Dundee Lackey, June Levitt, Mindy Menn, Mindy Patterson, Pushkala Raman, Ruth Johnson, Suzanne Sellers, Laura Trujillo-Jenks, Wesley Tucker, Ann Wheeler, and Philip Yang

Substitutes:

Pamela Baker for Noralyn Pickens and Maria Barua for Mark Tengesdal.

- **MINUTES APPROVED**

The meeting minutes for March 8, 2023, were approved.

- **ANNOUNCEMENTS AND REPORT BY DR. CAROLYN KAPINUS, DEAN OF THE GRADUATE SCHOOL**

Lots of activities going on with the end of the semester including the Student Creative Arts and Research Symposium. Kudos to those of you who have students participating in the symposium events!

Admissions & Applications Update

- Summer completed apps are up 16% (+137), Accepted students are up 22% (+96)
- Fall completed apps are up 21% (+276), accepted students are up 15% (+72)
- Thus far we have funded 4 graduate recruitment proposals. There's still funds left if you would like to apply and I am happy to share an example of a funded proposal with you.

Time in Dissertation and Student Success

- Thanks to those of you who attended this session. We had 52 people in attendance and another 10 who asked for the recording. Some good ideas came out of the session such as a best practices guide for dissertation chairs, and a desire to explore 1 hour dissertation credits. We will continue the discussion with more sessions

scheduled in the next academic year. Feel free to reach out to Danita and or me if you would like to see the recording.

QEP: Amplify Your Impact

- We had a very successful visit from our SACSCOC onsite team. Lots of enthusiasm for the QEP. The committee chair said this was the best QEP he has seen! I know we'll hear more from Dr. Busl today.

Thank you to the members of this committee for your thoughtful participation. Developing and approving new programs, program modifications, and graduate education policy is an important task. To have a healthy university, we really need these to be faculty-driven activities and they take considerable time and thought. I appreciate the work you have done this year; thank you!

- **ANNOUNCEMENTS AND REPORT BY DR. RUTH JOHNSON, ASSOCIATE DEAN OF THE GRADUATE SCHOOL**

- Target X update; pilot programs are helping to find problems and solutions
- Thank you to the College of Business, Human Development and Family Studies, and Counseling for their patience and feedback.
- Oracle Cloud/Change Agent update; plans to go live September 1st
- Reminder: Grades need to be submitted by 5 pm on May 15. Grades submitted early are always welcome.
- OnBase; will continue as a repository only. It will no longer be used to process an application.
- Catalog reminder: Please provide your feedback soon.

- **GUEST SPEAKER – DR. GRETCHEN BUSL, QEP**

- QEP is in SACCS compliance. Additional information can be located on the Academic Affairs page.
- QEP suggestions; we will be reaching out to departments following suggestions that we obtain more baseline data. Marketable skills, learning outcomes for programs, and a survey of faculty that you will receive from CFE are all things that we will be working on.
- If you have any thoughts please reach out to Michelle or me at any time.

- **SUMMARY REPORTS FROM STANDING COMMITTEES**

- Executive Committee – Chair Dr. Randa Keeley & Vice Chair Dr. Mindy Menn

- Thank you to all of the sub-committees and graduate council members for all of your contributions to the research awards, academic standards that we reviewed this year, all the different programs that have been approved and all of the membership documents.
 - A list of the members that are rolling off is located in the folder for review and so that you can share with your departments/colleges.

- Research Committee – Dr. Patty Bowyer
 - Thank you to all of the committee members that participated in the reviews for the Creative Arts and Research Symposium, the Chancellor’s Scholar and Graduate Council awards. There were 35 applications for the Chancellors award with 15 being selected, and for the Graduate Council award there were 14 applications and 3 that were selected.
 - Looking forward, the possibility of new awards.

- Academic Standards Committee – Dr. Ann Wheeler
 - Thank you to all my subcommittee members for all of your work and feedback.

- Academic Programs Committee – Dr. Laura Trujillo-Jenks
 - Thank you to Dundee Lackey, Pushkala Raman, June Levitt, Mindy Menn, and Donna Scott-Tilley. Especially to Dundee, Pushkala and Mindy for working with me and this committee from the start.

- Membership Committee – Dr. Alyssa Fiss
 - Thank you to committee members for all of your hard work.
 - 66 approved faculty applications (not including the teaching applications)
 - Application numbers/status:
 - 5 pending academic component administrator signature
 - 7 pending PRC chair signature
 - 5 re-works requested throughout the year that we never heard back from.
 - 5 rejected applications.
 - A total of 7 were not approved, 4 of which had an error in the application which were corrected and approved at a later meeting, 3 unable to approve as a Full or Full with Dissertation.

- After today's meeting and with a final vote of the 9 recommendations we will have a total number of 70 approved applications.

- **NEW BUSINESS**

- Academic Programs Provisional Approval announcement – Dr. Carolyn Kapinus
The approvals today are provisional due to last minute catalog entries and the SACCS visit causing delays in the review process. We did not want to delay the process so the approval today is contingent on no major subjective changes.

- Academic Programs Committee – Dr. Laura Trujillo-Jenks

- Provisional Approval to Revise Master of Science in Exercise and Sports Nutrition (Dietetics)
- Provisional Approval to Revise Master of Science in Nutrition (Dietetics)
- Provisional Approve new Accelerated B.S. in Informatics (Data Science Minor)/M.S. in Informatics
- Provisional Approval to Revise Master of Business Administration (Entrepreneurship)
- Provisional Approve new Post-baccalaureate Certificate in Entrepreneurship

- All academic program proposals were voted on and approved.

- Membership Committee – Dr. Alyssa Fiss

Approval of the committee's faculty recommendations (3 Full/ 6 Full with Dissertation Chair Endorsement) - All recommendations listed at the bottom of Page 4 were voted on and approved.

- Election of Chair and Vice Chair

- Nominations from the floor for both positions
- Dr. Ruth Johnson will send an email to all Graduate Council members for a vote and will announce the results

- **OLD BUSINESS**

Academic Standards Committee – Dr. Ann Wheeler

- Approval to amend the current Accelerated Graduate Degree Programs Policy
 - Voted on and approved.

- **ADJOURNMENT: 1:50 p.m.**

The next meeting of the Graduate Council is scheduled for Wednesday, September 20, 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.

Name	Component	Recommendation
Rupal Patel	Physical Therapy	Full with Dissertation Chair
Ma de los Ange Nava	Nursing	Full with Dissertation Chair
Patrick Klacman	Nursing	Full
Martin Rice	Occupation Therapy	Full
Rhonda Buckley	Professional Education	Full with Dissertation Chair
Rebecca Schultz	Nursing	Full with Dissertation Chair
Brenda Swilly	Nursing	Full
Azucena Verdin	Professional Education	Full with Dissertation Chair
Elizabeth Kaye	Professional Education	Full with Dissertation Chair