

Minutes of the Graduate Council

Date of Meeting: October 18, 2023

The October 18, 2023 meeting of the Graduate Council was called to order at 1:02 p.m. via Zoom by Dr. Randa Keeley, Chair of the Graduate Council.

Attendance:

Members: Amanda Arnold, Dana Averitt, Ale Babino, Patricia Bowyer, Lee Brown, Derek Crews, Helen Everts, Alyssa Fiss, Jordan Fuchs, Gretchen Hoffman, Ruth Johnson, Carolyn Kapinus, Randa Keeley, Mikyoung Lee, June Levitt, Zhen Li, Desiree Manriquez, Rebecca Lucero-Jones, Mindy Menn, Kimberly Mory, Jonathan Olsen, Mindy Patterson, Catalina Pislariu, Alondra Rayo-Vasquez, Annette Torres Elias, Mark Tengesdal, and Philip Yang.

Substitutes: Abigail Morris for Suzanne Sellers.

MINUTES APPROVED

- The meeting minutes for September 20, 2023, were approved.

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

- This semester the Graduate School has hosted several Virtual sessions for faculty and staff. Next week we have – “Keeping in Touch with Graduate Alumni” led by Dr. Cynthia Evetts Director of the OT program. Maintaining contact with graduate alumni is useful for data for program review/accreditation reports, program feedback, potential philanthropy and mentorship for current students as well as other benefits. Thursday, October 26 @ 3 p.m.
- If you missed the previous two sessions: “Career Investigation and Development in the PSM Program” and “Guiding Students through Dissertations” and would like the recording of one or both sessions, please reach out to Danita or me.
- The session on guiding students through dissertations was extremely popular so we might do a follow-up session in the future.
- We are also hosting a virtual session for graduate students called “From ABD (All but Dissertation) to PHD” on November 7 at noon featuring 4 TWU doctoral graduates in biology, nutrition, nursing, and sociology. Faculty will be receiving this information soon to promote the program.
- I asked for feedback from our doctoral students to gauge interest in the session, and also the best time for the session so that’s why the session is scheduled at noon.

- If you have ideas for future sessions (either for faculty or for students) or other ways the Graduate School can support the work of faculty and staff in delivering high quality graduate education – please let me know.

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

- Adjusting to changes. Support for IT.
- Guides; currently working on them and it will eventually be shared and posted on the Graduate School website.
- Target X - Is live for Summer & Fall 2024, Spring with exceptions of Pilot Programs is in ApplyTexas.
- Admission Criteria - all programs should confirm that their Admission Criteria are accurate. Changes/corrections need to be submitted Dr. Ruth Johnson
- Oracle Cloud

I am always available to answer your questions. Email me anytime. Dr. Johnson will be offering some Target X-related training sessions.

GUEST SPEAKERS

- Jaclyn Kliman, Graduate Reader/Editor and Caroline Scott, Thesis/Dissertation Formatting Editor - Dissertation and thesis review process.

SUMMARY REPORTS FROM STANDING COMMITTEES

- o Executive Committee – Chair Dr. Randa Keeley & Vice Chair Dr. Mindy Menn
 - Variable credit for dissertation ad hoc committee. Contact Dr. Keeley if you are willing to participate on the committee. Kimberly Mory and Phillip Yang both volunteered in the meeting to participate.
- o Research Committee – Dr. Patty Bowyer
 - The committee will be exploring the possibility of a new award for Thesis and Dissertation.
- o Academic Standards Committee – Dr. Lee Brown
 - Reviewing two policies: Accelerated programs policy and the graduate restart policy (which we currently do not have). Your feedback is welcome.
- o Academic Programs Committee – Dr. June Levitt
 - No Report

- o Membership Committee – Dr. Alyssa Fiss
 - Faculty applications require your RCR certificate and not the Citi training.
 - Enter the right approvers so that it goes through the process without any delays. You have the option to type in the correct approvers if they are not in the drop down box.
 - Workflow/SharePoint issues. If you have not heard anything from us and want us to check the status of your application, please contact Danita Cantu or Dr. Alyssa Fiss so that we can research it.

NEW BUSINESS

1. Membership Committee – Dr. Alyssa Fiss
 - Membership Committee recommendations for faculty status listed on page 2 of today's agenda – **voted on and approved**
2. Graduate Program Review Policy - Dr. Carolyn Kapinus
 - Revised policy to comply with THECB updates and streamline process – **voted on and approved.**

OLD BUSINESS

- None

ADJOURNMENT: 1:54 p.m.