

## MINUTES OF THE GRADUATE COUNCIL

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**DATE OF MEETING: NOVEMBER 18, 2015**

The November 18, 2015 meeting of the Graduate Council was called to order at 1:20 p.m. in SH 308 by Dr. Karen Dunlap, Chair of the Graduate Council.

### **ATTENDANCE:**

- **Members:** Tamby Allman, Husny Amerih, Mary Anderson, Catherine Bailey, Sneha Bharadwaj, Rosemary Candelario, Pei-Fen Chang, Katie Crosslin (substitute for Kimberly Parker), Karen Dunlap, Sara Fanning, Jessica Gullion, Claudia Haag, Holly Hansen-Thomas, Mark Kessler, Hyuk-Jin Lee, Larry LeFlore (ex-officio), David Nichols, Allison Ray, Linda Rubin, Susan Sheriff, Ann Staton, Lene Symes (substitute for Anne Young), Kai-Li Tsai, Shih-Chiao Tseng, Vicki Zeigler
- **Guests:** Carine Feyten, Bobby Lothringer, Morgan O'Donnell, René Paulson, Gary Ray

### **MINUTES APPROVED:**

- The meeting minutes for October 21, 2015 were approved and disseminated after a correction was made in verbiage.

### **ANNOUNCEMENTS:**

- **Dr. LeFlore reported the following:**
  - There are 11 programs that will be up for review this spring. These program reviews help administrator's look at each programs strengths and weaknesses. Dr. LeFlore will be putting together three member committees, in which faculty that were called upon last year will also be requested this year.

### **GUESTS:**

- **Dr. Carine Feyten, Chancellor and President**
  - Dr. Feyten expressed her devotion to Graduate Education. She has worked in graduate education the majority of her career. Dr. Feyten created a new Ph.D. program at the University of South Florida and went on to direct the program for 10 years.
  - Currently more than 35% of TWU students are graduates. Dr. Feyten expressed the importance of continuing to increase graduate education. Some suggestions she felt should be considered are as follows.
    - Targeting new programs that are attractive.
    - Increase graduate certificates or badges.
    - Excelled graduate students could help focus their attention on undergraduates through mentorship.
    - Training international TA's. This goes beyond English language skills but more cultural expectations in teaching.
    - A vision for graduate education should be explored. Conducting environmental scans on issues, needs and trends in graduate education at all levels.

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- Dr. Feyten thanked the Graduate Council for the invitation and the work the council has accomplished.
- **Mr. Gary Ray, Vice President of Enrollment Services**
  - Mr. Ray's office distributed the handout titled 2015-16 Graduate Recruitment Plan prior to the Graduate Council Meeting.
  - Mr. Ray thanked faculty and administrators for their great recommendations concerning graduate recruitment.
  - TWU hired the consultant company Ruffalo Noel Levitz in an effort to seek suggestions in improving enrollment. With the suggestions from Graduate Task force and the Consultant efforts have taken place to increase enrollment.
    - Leadership has been expanded. A new Associate Director of Graduate Admissions, Morgan O'Donnell has been hired. Morgan will focus on pre-enrollment and post acceptance.
    - Graduate Scholarships had an increase of \$130, 000 for the Fall.
    - The Innovation Fund has been established by Dr. Neely's office as an effort to supply resources for programs continued growth.
    - The processing of international students has moved to the Office of Admission processing. There is more staff available to handle credentialing which in turn should increase international student enrollment.
    - An international recruitment plan has been launched. Imaginuity was hired to raise TWU awareness online and worldwide. Some faculty might receive a call from Imaginuity pertaining to the needs of their program.
    - Big Choice Group was hired to focus on customer relationship management. Big Choice Group will send approximately 120,000 emails a month about TWU. There will be calls made to follow up with prequalified students.
  - With all the efforts in place Mr. Ray asked members if this was enough for their colleges or departments. If there are any questions members were encouraged to contact the Enrollment Services office.
- **Dr. René Paulson, Sr. Statistical Consulting Director**
  - Dr. Paulson distributed a handout titled Center for Research and Design Analysis (CRDA) to the Graduate Council.
  - The CRDA in Denton is complete and available to assist faculty and students. The Dallas campus is still being completed and the Houston campus information session is December 1<sup>st</sup>.
  - A committee was formed last spring in order to establish CRDA with the hope of providing support for students and faculty. A major requirement that was established in order to help students consist of faculty attending the CRDA 3 times with students. The CRDA has no field experts and recognize how discoveries might change throughout the project.
  - Lab hours are available at each center as well as workshops. For more information please contact the CRDA at [crda@twu.edu](mailto:crda@twu.edu).

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### **SUMMARY REPORTS FROM 2015-2016 STANDING COMMITTEE MEMBERS:**

#### **Executive Committee – Dr. Karen Dunlap, Chair**

- Dr. Dunlap introduced the Ad-Hoc Committee for the Graduate Reader/Editor. The members are Kimberly Parker (Chair), Nancy Anderson, and Linda Rubin. Dr. Dunlap also addressed the need for a new Vice Chair since Holly Hansen-Thomas would be leaving on sabbatical.

- **Academic Programs Committee - Dr. Sara Fanning, Chair**

- The committee recommended approval of the Deaf Education Proposal.

Dr. Karen Dunlap moved that the Council approve the recommendation, and the motion was approved unanimously.

#### **Membership Committee – Dr. Anne Young, Chair**

- Dr. Pei-Fen Chang read the membership report in Dr. Anne Young's absence. Dr. Chang thanked the committee members for their considerable efforts in reviewing 11 applications.
- The committee recommended approval of the following individuals for graduate faculty membership.

FIRST NAME	LAST NAME	COMPONENT	RECOMMENDATION
Ashley	Bender	ESFL	Full
Wayne	Brewer	Physical Therapy	Associate
Matthew	Brown	ESFL	Full
Areum	Han	Occupational Therapy	Associate
Jeff	Harris	Psychology	Full
Matthew	Henley	Dance	Full
Ann	Malecha	Nursing	Full
Lin	Moore	Family Sciences	Full
Ilana	Morgan	Dance	Associate
Aaron	Norton	Family Therapy	Full
Asha	Vas	Occupational Therapy	Associate

Dr. Karen Dunlap moved that the Council approve the recommendations, and the motion was approved unanimously.

### **REPORTS:**

- Dr. Donna Scott-Tilley was not present at this meeting:
  - Dr. Karen Dunlap asked members to review the handout sent from Dr. Scott-Tilley. The Center for Research Design has opened to support faculty and students with research initiatives. Support services are available on all three campuses. For more information please contact the Director, René Paulson. The Target (Equipment) Program has selected recipients of funds. The program provides a mechanism for researchers at TWU to obtain research equipment, ideally for shared use, or for faculty at TWU to obtain equipment to

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enhance the scholarship of teaching and learning in the classroom or lab in face-to-face, online, or hybrid teaching environments.

Faculty Recipients	Equipment	Amount	Use (Teaching/ Research/ Both)
Dr. Peggy Mancuso, Dr. Elizabeth Restrepo & Dr. Fuqin Liu (Nursing - Dallas, Nursing - Denton)	3 computers, monitors, multifunction printer	\$5,166	Research
Dr. Alexis Ortiz, Dr. Mindy P. Maziarz & Dr. Wayne Brewer (Physical Therapy - Houston,	BOD POD	\$108,777	Research

Nutrition & Food Sciences)			
Professor Colby Parsons (Visual Arts)	SLA 3D Printer, Delta-Style Fused Deposition Modelling (and clay) 3D printer, and 2 small FDM 3D Printers (PrinterBot)	\$12,635	Teaching
Dr. Brandon R. Rigby, Dr. Vic Ben-Ezra & Dr. Cynthia Evetts (Kinesiology and Occupational Therapy - Denton)	Anatmage table (advanced anatomy visualization system)	\$80,000	Teaching
Dr. Tina Gumienny (Biology)	Spinning disk confocal microscopy system	TBA	Both
Dr. Camelia Maier & Dr. Sandra Westmoreland (Biology)	Hitachi tabletop scanning electron microscope TM-3030Plus	TBA	Both

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Applications for the research enhancement program will be reviewed in November. This program provides seed money (up to \$10,000) so that faculty members will be able to compete more successfully for larger research grants from external sources for continuation of their research. The 19<sup>th</sup> Annual Students Creative Arts and Research Symposium will be held on Tuesday, April 12<sup>th</sup> and Wednesday, April 13<sup>th</sup> in ACT on the Denton Campus. This symposium highlights research and scholarly activities of undergraduates and graduate student across many departments and colleges.

- Ad-Hoc Committee for Graduate Faculty Workload - Dr. DiAnna Hynds, Chair
  - The committee proposed a change in faculty workload credit. Faculty is currently not receiving appropriate credit for training graduate students. Is more work credit needed for graduate training? Several attachments were sent to members for review. At this time members agreed to place this item on January's agenda.

### **ADJOURNMENT:**

- The meeting adjourned at 2:45 p.m.