

MINUTES OF THE GRADUATE COUNCIL

DATE OF MEETING: September 21, 2016

The September 21, 2016 meeting of the Graduate Council was called to order at 1:16 p.m. in SH 308 by Dr. Karen Dunlap, Chair of the Graduate Council.

ATTENDANCE:

- Members: Husny Amerih, Mary Anderson, Sneha Bharadwaj, Gretchen Busl, Rosemary Candelario, Pei-Fen Chang, Karen Dunlap, Nerissa Gillum, Dolores Gonzalez, Diane Gregory, Jessica Gullion, Claudia Haag, Holly Hansen-Thomas (ex-officio), DiAnna Hynds, Victorine Imrhan, Maureen Johnson, Mark Kessler, Hyuk-Jin Lee, David Nichols, Jonathan Olsen (sub Parker Hevron), Kimberly Parker, Susan Sheriff, Lene Symes, Abigail Tilton, Kai-Li Tsai, Shih-Chiao Tseng, Sarah Woods, Anne Young, Vicki Zeigler
- Guests: Shane Broughton, Michan Chowritmootoo, Governor Jackson, Bobby Lothringer, Morgan O'Donnell, Lauren Puyear, Mark Sandel, Donna Scott-Tilley,

MINUTES APPROVED:

- The meeting minutes for April 20, 2016 were approved as disseminated.

ANNOUNCEMENTS:

- Dr. Hansen-Thomas reported the following:
 - A variety of proposals have been submitted to the Graduate Council that will be considered for approval. Some of the proposals include a Masters in Social Work (MSW) and a name change for Food Sciences. Mr. Mark Sandel spoke to the Council about the MSW proposal and Dr. Shane Broughton spoke about the name change for Food Sciences.
 - Dr. Hansen-Thomas also had Governor Jackson speak about the financial aid changes that will directly affect dissertation and theses students. Michan Chowritmootoo addressed the multi-media dissertation trend.
 - At this time enrollment is up with a total of 15,665 students. There are 4441 new and 11,224 continuing students. There are 5254 total graduates; 1167 new and 4087 continuing.
 - The *Graduate and Professional Fair* will be held on October 6 from 11am-2pm in Hubbard Hall. Participation is needed from faculty. Please encourage your students to attend. Free lunch will be provided to the first 150 students that attend.
 - *Cultural Connections Leadership Conference*: “Looking beyond the Surface: A new perspective on leadership and diversity” Saturday, November 5th from

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8:30am-2:00pm. This conference brings together students, faculty, and staff from various cultural backgrounds in order to empower them to become advocates for change in this diverse global society

- The **3 Minute Thesis** competition has been moved to a later date. More information will be available through email. There will be a cash prize of \$1000 for first place, \$500 for 2nd, and \$200 for people's choice. The Graduate Student Council plans to have clinics which will help students prepare for this event. The Council was asked to encourage faculty members to attend this event.
- The deadlines for dissertations and thesis have been moved up by one week. The new deadlines have been posted on the Graduate School web page. Dr. Susan Harper will be reading thesis submittals starting this semester.
- There are 12 programs that will be reviewed in the spring. The following programs are as follows. Masters Child Development, Masters Counseling and Development, Masters Early Childhood Education, Masters Exercise and Sports Nutrition, Masters Family Studies, Masters Family Therapy, Masters Food Science, Masters Food Systems Administration, Masters Nutrition, Doctorate Nutrition, Doctorate Family Therapy, Doctorate Family Studies, Doctorate Early Child Development and Education. Full membership faculty will be called upon to participate in the reviews.
- Guest: Dr. Shane Broughton, Chair, Nutrition and Food Sciences reported the following:
 - Food Sciences is proposing a name change to Food Sciences and Flavor Chemistry. At this time there is no program in Texas that specializes in flavor chemistry. By approving this name change the visibility of TWU's Food Sciences program will increase. Students that receive a master's degree in flavor chemistry can receive annual salary of \$200,000 or more versus an entry level annual salary of \$45,000-\$60,000 with a master in food science. The Council received a handout with more information pertaining to this name change. Dr. Hansen-Thomas stressed the importance of a vote on this name change at the next Graduate Council meeting.
- Guest: Mr. Governor Jackson, Executive Director, Financial Aid reported the following:
 - Federal Legislation passed a policy that affects repeated courses such as dissertations, thesis and pro papers. Various students have been enrolling in repeated classes with no sign of progress. This is a problem from a federal perspective and TWU can be assigned a penalty. About six years ago the Financial Aid office set up a program in which documentation can be tracked to show a student's progress. Currently, the Graduate School is in the process of placing an online form for students to acquire, fill out, and present to their

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academic unit for review and signature of progress. About sixty students per semester will receive a letter from financial aid concerning a repeat of courses. Students that do not have any documentation showing progress will have their financial aid suspended. Once documented progress from an academic unit has been shown the students financial aid will be looked at for reinstatement.

- Guest: Mr. Mark Sandel, Program Director, Social Work reported the following:
 - The proposed MSW program has been in the planning phase for almost two years. There is no MSW in the state of Texas, which is a wonderful opportunity for TWU to capitalize on. This program will be a joint venture with the University of North Texas (UNT) with one program and one curriculum. Faculty will be shared equally; three faculty from TWU and three from UNT. There will also be equal shared revenue and on campus facilities. The timeline for this proposal is strict with the hope of a 2017 fall start. The Council was given a handout with more information pertaining to this proposal. A Graduate Council vote will take place in October.

- Guest: Ms. Michan Chowritmootoo, Senior Graduate Services Analyst, Graduate School reported the following:
 - Multimedia dissertations are a growing trend amongst students. Multimedia pertains to such things as colorful backgrounds, pictures that lead to web pages and colorful headings. Currently, there are no guidelines in place that speak to multimedia dissertations. Students in Dance, Art and Music have shown interest in completing a multimedia dissertation. The Council was encouraged to send a student interested in completing a multimedia dissertation to Ms. Chowritmootoo once there prospectus has been approved. For departments that are not one hundred percent digital there will be challenges to printing this type of document. Students will have to complete and submit two different documents. The Council was encouraged to contact Ms. Chowritmootoo if they had any concerns.

SUMMARY REPORTS FROM 2015-2016 STANDING COMMITTEE MEMBERS:

Executive Committee - Dr. Karen Dunlap, Chair

- Dr. Dunlap welcomed new members and encouraged each Standing Committee Chair to introduce themselves and their committee's role on Graduate Council. The new members and their assigned committees are as follows.
 - Dr. Parker Hevron, Academic Programs
 - Ms. Maureen Johnson, Academic Programs
 - Dr. Sarah Woods, Academic Programs

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- Dr. Gretchen Busl, Academic Standards
- Dr. Nerissa Gillum, Academic Standards
- Ms. Dolores Gonzalez, Academic Standards
- Dr. Diane Gregory, Academic Standards
- Dr. Lene Symes, Research Committee

Academic Programs Committee - Dr. Sara Fanning, Chair

- The Academic Programs Committee reviews all proposed graduate degree programs for the University. In addition to formulating and implementing policies for the periodic review of existing graduate programs.
- Dr. Sara Fanning, Chair of the committee was unable to attend. Dr. Husny Amerih informed the Council of the work done over the past year. Some of the work included approving proposals for Drama, Deaf Education, Child Life, Informatics and Psychological Sciences.

Academic Standards Committee – Dr. Kimberly Parker, Chair

- The Academic Standards Committee recommends criteria for membership on the Graduate Faculty of the University. Dr. Parker welcomed her committee members and looked forward to working with them in the near future.
- Over the year the committee proposed and established a departmental graduate handbook policy that will be effective as of Fall 2017.

Research Committee – Dr. DiAnna Hynds, Chair

- The main purpose of the Research Committee is to enhance and create a culture of research at TWU.
- Dr. DiAnna Hynds thanked the committee for their work on the Graduate Council Award for Exceptional, Original Scholarship and the Chancellor's Student Research Scholars. Dr. Hynds will send the committee a link for the Graduate Council Award for Exceptional, Original Scholarship in case there are any future revisions needed.

Membership Committee – Dr. Anne Young, Chair

- The Membership Committee reviews the applications for Graduate Faculty Status and makes recommendations.
- Dr. Anne Young reported a total of 69 faculty applications that were recommended for approval within the 2015-2016 academic year. Forty two were recommended for full status and seventeen for associate.

NEW BUSINESS:

Election of the Chair of the Graduate Council

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Dr. Karen Dunlap was nominated as a substitute for Dr. Holly Hansen-Thomas by Dr. Claudia Haag. Another motion was seconded. Dr. Karen Dunlap was elected by acclamation.

Election of the Vice Chair of the Graduate Council

Dr. Claudia Haag was nominated by Dr. Karen Dunlap. Another motion was seconded. Dr. Claudia Haag was elected by acclamation.

Election of the Membership Committee

Arts and Sciences:

Dr. Mary Anderson volunteered, and the motion was seconded. Dr. Mary Anderson was elected by acclamation.

Professional Education:

Dr. Nerissa Gillum volunteered, and the motion was seconded. Dr. Nerissa Gillum was elected by acclamation.

Health Sciences:

Dr. Pei-Fen Chang volunteered, and the motion was seconded. Dr. Pei-Fen Chang was elected by acclamation.

Nursing:

Dr. Susan Sheriff volunteered, and the motion was seconded. Dr. Susan Sheriff was elected by acclamation.

ADJOURNMENT:

- The meeting adjourned at 2:25 p.m.