

## MINUTES OF THE GRADUATE COUNCIL

### **DATE OF MEETING: JANUARY 22, 2014**

The January 22, 2014 meeting of the Graduate Council was called to order at 1:23 p.m. in SH 308 by Dr. Katie Rose, Chair of the Graduate Council.

### **ATTENDANCE:**

- Members: Mary Anderson, Sneha Bharadwaj, Sandra Cesario, Karen Dunlap, Sara Fanning, Jordan Fuchs, Mary Sue Green, Jessica Gullion, Holly Hansen-Thomas, DiAnna Hynds, Mark Kessler, Larry LeFlore (ex-officio), Peggy Mancuso, Marilyn Massey-Stokes, David Nichols, Maria Peterson, Gail Poskey, John Radcliffe, Katie Rose, Linda Rubin, Jessica Spain Sadr, Mary Thompson, Abigail Tilton (substitute for Ann Staton), Brigitte Vittrup, Pat Watson (substitute for Nancy Anderson), Genevieve West, Anne Young, Vicki Zeigler
- Guests: Valentine Belfiglio, Connie Briggs, Chandan Prasad, David Schuster, Samuel Wheeler

### **MINUTES APPROVED:**

- Dr. Nichols noted that IRB training must be repeated every 3 years, not every 5 years.
- The minutes of the November 20, 2013 meeting were approved as amended.

### **ANNOUNCEMENTS:**

- Dr. LeFlore reported the following:

<b>Total Enrollment to date</b>	<b>2014</b>	<b>2013</b>	<b>Difference</b>
Graduate	5,287	5,410	-123 (-2.2%)

- Total graduate enrollment is down 2.2% compared to 2013. Master's enrollment is affected more than doctoral enrollment.
- The Pilot Boot Camp held the week of December 16<sup>th</sup> with 8 students was a success. Two additional events are scheduled this semester:
  - Just Write: 2/21, 2/28, 3/7, 3/21 – Students will meet in the Pioneer Center which can accommodate approximately 35.
  - Boot Camp: 5/12-5/15 (Summer I dates)
  - Students do not need to be enrolled in courses to participate, but they do need to register for the events. Information will go out next week.
  - A committee including Dr. Joshua Adams, Dr. Gretchen Busl, Dr. Sally Stabb, and the president of the Graduate Student Council, Tawny LeBouef

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Tullia, will put together a comprehensive strategy which will include future events in Houston and Dallas.

- Dr. LeFlore is scheduled to meet with Dr. Mark Wardell, Graduate Dean at UNT, to discuss partnering in professional development programs. UNT has a series of events, and TWU students are invited to attend.
- Efforts are underway to assure graduate student representation on the advisory committee for the Chancellor/President search.
- The Graduate School now has a graduate assistant who will assist Dr. LeFlore in communicating with graduate students and knowing their needs and where they are in their programs as well as furthering the Graduate Student Council.
- Plans for the March 1, 2014 Graduate Program Showcase are going well.
- An additional \$225,000 in New Graduate Student Scholarship funds is available for AY 2014-2015. These scholarships are based on merit. Doctoral students with a GPA of 3.70 or higher and master's students with a GPA of 3.50 or higher will be considered. Students must apply through STARS by the March deadline, and they must be **accepted into a program** in order to receive a scholarship.
- The Graduate School is looking into Alpha Epsilon Lambda, an honor society for graduate students, with the intent of chartering a chapter at TWU.
- Dr. LeFlore will ask the Graduate Council to consider the policy on intellectual property with regard to professional papers. He will also ask that the policy on digital submission be changed from "may" to "shall [be filed electronically]".

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

#### **Academic Standards Committee – Dr. Holly Hansen-Thomas, Chair**

- Dr. Hansen-Thomas reported that the committee has been discussing two issues regarding the policy on Graduate Faculty Status at TWU: 1) adjunct faculty and 2) an appeal process.
  - The Academic Standards Committee and the Executive Committee have reviewed the policy. Dr. Hansen-Thomas requested feedback from the Graduate Council.
  - Discussion centered on the different types of student research products (dissertation, thesis, professional paper, professional project or capstone) and the faculty who could direct such research.
  - The policy indicates only *Full* graduate faculty may chair dissertations and theses. A separate policy allows *Associate* graduate faculty to chair professional papers at the department's discretion.
  - Please send any comments to Dr. Hansen-Thomas or Carolyn Hardin.

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**Research Committee – Dr. Brigitte Vittrup, Chair**

- Dr. Vittrup put forth a revised version of the document outlining the criteria for the Graduate Council Award for Exceptional, Original Research.
  - Revisions made in response to feedback from the Graduate Council at the November 20, 2013 meeting included changing “qualitative, quantitative, and creative arts scholarship” to “research or creative arts scholarship”.
  - After additional discussion, this was changed to “scholarship”.

Dr. Rose moved that the Council approve the Graduate Council Award for Exceptional, Original Scholarship document as revised, and the motion was approved unanimously.

**Membership Committee – Dr. Marilyn Massey-Stokes, Chair**

- Dr. Massey-Stokes thanked the committee members. They reviewed 9 applications.
- The committee recommended approval of the following individuals for graduate faculty membership:
  - Katie Crosslin, Health Studies, Full
  - Tim Hoye, History & Government, Full
  - Nasrin Mirsaleh Kohan, Chemistry & Biochemistry, Associate
  - Kathleen Kyzar, Teacher Education, Associate
  - Alexis Ortiz, Physical Therapy, Full
  - Katherine Rose, Family Sciences, Full
  - Ronald Palomares, Psychology, Associate
  - Sally Stabb, Psychology, Full
  - Mary Amanda Stewart, Teacher Education, Associate

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

### **REPORTS:**

- Dr. Prasad reported the following:
  - TWU is applying for an NIH BUILD grant. The NIH has \$25 million per grant to fund ten grants over 5 years. TWU will be the primary institution, and there will be multiple 2-year and research institution partners. The grant application is due in 2 months.
  - ORSP is also looking for mentors for the National Research Mentoring Network (NRMN) Initiative. If you are interested, please submit a personal statement indicating why you are the best candidate.

**ADJOURNMENT:** The meeting adjourned at 2:31 p.m.