

## **MINUTES OF THE GRADUATE COUNCIL**

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### **DATE OF MEETING: April 22, 2015**

The April 22, 2015 meeting of the Graduate Council was called to order at 1:17 p.m. in SH 308 by Dr. Katie Rose, Chair of the Graduate Council.

### **ATTENDANCE:**

- Members: Tamby Allman, Husny Amerih, Mary Anderson, Nancy Anderson, Catherine Bailey, Sneha Bharadwaj, Amy Burke (sub for Claudia Haag), Rosemary Candelario, Sandra Cesario (sub for Anne Young), Pei-Fen Chang, Katie Crosslin, Karen Dunlap, Jessica Gullion, Holly Hansen-Thomas, DiAnna Hynds, Ruth Johnson (ex-officio), Mark Kessler, Dundee Lackey (sub for Genevieve West), Larry LeFlore (ex-officio), Sarah McMahan (sub for Rebecca Frederickson), David Nichols, Alejandra Quezada, Katie Rose, Linda Rubin, Susan Sheriff, Shih-Chiao Tseng (sub for Gail Poskey), Ann Wheeler, Jerry Whitworth (sub for Ann Staton), Vicki Zeigler
- Guests: Elizabeth Brownlow, Kimberly Miloch, Jeannie Rickey, Donna Scott-Tilley, Tawny LeBouef Tullia

### **MINUTES APPROVED:**

- The meeting minutes for February 18, 2015 were approved as disseminated.

### **ANNOUNCEMENTS:**

- Dr. LeFlore reported the following:
  - Ten graduate programs are under review. External reviewers have reported on the noncompetitive nature of TWU's stipends. There has been an effort to benchmark six different instate tuitions and 6 out of state tuitions in hopes of using this data to increase stipends.
  - Graduate Teaching Assistants and Graduate Assistant wages are well below average. A handout was given in order to reflect on the doctoral pay rates. An increase in salary for 3% was declined. Optimistically, next year there will be a substantial increase, and in the near future an elimination of the tiered process.
  - Professional and Graduate Appreciation week was a success. There were multiple events held on the Denton, Dallas and Houston campuses. One event included the Pioneer Proud Spirit Awards Reception. This reception recognized outstanding faculty, staff, and students. The reception was so well received a donation of \$1000 was given towards next year's event. Dr. LeFlore thanked everyone for making this week exceptional.

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- The Graduate Enrollment Task Force is near conclusion. The task force was pulled together by Mr. Gary Ray. Dr. LeFlore is Co-Chair with Erma Nieto-Brecht. Faculty, staff and marketing is also represented in this initiative. This initiative was needed in order to assist with the decrease in graduate enrollment. Dr. Neely requested the Graduate Enrollment Task Force establish five barriers of converting graduate applications to student enrollment. Some issues to consider are branding of the Graduate School, communication between departments, graduate recruiting, comprehensive packages, scholarships, and equipment. A report will be given to Dr. Neely with barriers and recommendations in order to convert more graduate applications to student enrollment. The Chancellor will also receive a copy of the report within a couple weeks. Chairs and Directors will receive a copy though email before long.
- There are 15-20 scholarships available for exemplary scholars this summer. The student stipend is \$1000 and the faculty mentor's is \$500. An email will be sent in the near future regarding this scholarship.
- Dr. Johnson reported the following:
  - The Graduate Council was reminded of the Assistantship policy for Master's and Doctoral students. Graduate Assistantships for master's students are available for 4 years, doctoral students are allowed 6 years; for a total of ten years. An additional year can be approved by Dr. LeFlore.
  - The Graduate School will be hiring a full time Reader/Editor. The Reader/Editor will read all Thesis and Dissertations; and provide feedback to the students. A search committee has been established in order to review the 42 job applications. Hopefully the Reader/Editor will be hired in the summer. Dr. Johnson reminded the Graduate Council of Michan Chowritmootoo's role within the thesis and dissertation process. Michan works with students completing their thesis or dissertation but only deals with the formatting of the document.
- Guest: Dr. Kimberly Miloch reported the following:
  - Dr. Miloch will meet with Dr. Neely concerning the Quality Enhancement Program. The Quality Enhancement Program, Pioneering Pathways: Learn by Doing, is a 5-year plan designed to enhance student learning through student engagement in experiential learning. Questions to consider are the benefits of retaining Learn by Doing or shifting gears.
  - The Book-in-Common was developed in order to establish a more vibrant culture of intellectual engagement at TWU, foster connections across academic disciplines explore diverse cultural and global topics and promote critical thinking about contemporary social issues. The Book-in-Common has determined to maintain *This I Believe II* for the 2015-16 academic year and has identified 5 potential books for the 2016-17 common read. The Graduate

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Council was asked to rank books, provide input and complete the emailed survey.

- Guest: Tawny LeBouef Tullia reported the following:
  - The Graduate Student Council serves as a voice for all graduate students, works in support of the core values of the council, and advocates for graduate students' concerns and ideas related to graduate education at Texas Woman's University. The Graduate Student Council is a sanctioned organization that will receive funding starting September 1, 2015. The Council spearheaded the 1<sup>st</sup> Annual Pioneering Spirit Awards Reception which received numerous accolades. Elizabeth Brownlow will begin sending emails concerning the need for Senators in Fall 2015. The Senate is nominated by faculty or volunteers. These Senators will sit on committees, participate and establish professional development workshops amongst other responsibilities. More participation is needed from all graduate programs. A handout and business cards were given to the Graduate Council so information can be passed on to the TWU community.
- Ad-Hoc Committee: Report given by Dr. DiAnna Hynds
  - The committee was formed in order to improve academic programs, and promote scholarship efforts at TWU. The committee is proposing an assessed credit for teaching graduate students. This proposed change can take place by modifying the TWU policy on Faculty Workload. The committee is recommending the following changes. Redefining the normal faculty workload commitment, changing the number of work units to better reflect actual effort in teaching graduate students, and provide consistency and transparency by amending the text of the Faculty Workload Policy. There was no vote taken in order to move forward with this proposal. The Graduate Council decided to move this recommendation to the Fall. There were two handouts presented which summarized the Ad-Hoc committee's initiative.

### **SUMMARY REPORTS FROM 2014-2015 STANDING COMMITTEE**

#### **MEMBERS:**

##### **Executive Committee - Dr. Katie Rose, Chair**

- Dr. Rose presented certificates to Graduate Council members whose term had expired. The following members received certificates; Catherine Bailey, Sneha Bharadwaj, Katie Crosslin, Rebecca Fredrickson, Alejandra Quezada, Ann Staton, Ann Wheeler, Vicki Zeigler.

##### **Research Committee - Dr. DiAnna Hynds Chair**

- Dr. Hynds voiced the winners of the Graduate Council Award for Exceptional Original Scholarship. The award recognizes current graduate student who have evidence of peer-reviewed scholarly activity and has actively engaged in original

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scholarly activity at TWU. The scholarship awardees for 2015 are Caroline Sutton Clark and Jarius Reddy.

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

- Dr. Anne Young thanked the committee members for their considerable efforts in reviewing 23 applications.
- The committee recommended approval of the following individuals for graduate faculty membership.

<b>FIRST NAME</b>	<b>LAST NAME</b>	<b>COMPONENT</b>	<b>RECOMMEND</b>
Gina	Anderson	Teacher Education	Full
Carol	Arnold	Nursing	Associate
Michael	Bergel	Biology	Full
Kyle	Biggerstaff	Kinesiology	Full
Sandra	Cesario	Nursing	Full
Carolyn	Da Silva	Physical Therapy	Full
Karen	Dunlap	Teacher Education	Full
Aaron	Elkins	Library & Information Science	Associate
Cynthia	Gill	COMS	Full
Parker	Hevron	Government	Associate
Shann	Hwa Hwang	Family Sciences	Full
Shanil	Juma	Nutrition and Food Science	Full
David	Nichols	Kinesiology	Full
Jonathan	Olsen	History & Government	Full
Jana	Perez	Graphic Design	Full
Russell	Pettitt	Music	Associate
Rene	Scott	Nutrition and Food Science	Associate
Donna	Scott-Tilley	Nursing	Full
William	Sit	Occupational Therapy	Associate
Sylvia	Vardell	Library & Information Sciences	Full
Parakat	Vijayagopal	Nutrition and Food Science	Full
James	Williams	Sociology	Full
Jian	Zhang	Math & Computer Science	Associate

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

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### **REPORTS:**

- Dr. Donna Scott-Tilley made the following announcements:
  - Dr. Donna Scott-Tilley spoke on the Chancellor's Research Fellows Program. The program supports faculty with a strong potential to obtain external funding for research with a mentor. All applications are due Thursday, April 30, 2015, at 5:00pm. Applications are now available for the 2016 Continuing Faculty Research Enhancement Program. Proposals are due by 5:00pm on Thursday April 23, 2015. A handout was given to the Graduate Council concerning this information.

### **ADJOURNMENT:**

- The meeting adjourned at 2:30 p.m.