

MINUTES OF THE GRADUATE COUNCIL

DATE OF MEETING: SEPTEMBER 18, 2013

The September 18, 2013 meeting of the Graduate Council was called to order at 1:18 p.m. in SH 308 by Dr. Katie Rose, Chair of the Graduate Council.

ATTENDANCE:

- Members: Mary Anderson, Vicki Baker, Sneha Bharadwaj, Josephine Chan, Karen Dunlap, Sarah Fanning, Jordan Fuchs, Mary Sue Green, Holly Hansen-Thomas, Jeff Harris (substitute for Linda Rubin), Johnanna Hernandez (substitute for Vicki Zeigler), DiAnna Hynds, Ruth Johnson (ex-officio), Mark Kessler, Larry LeFlore (ex-officio), Marilyn Massey-Stokes, Katy Mitchell, David Nichols, Maria Peterson, Gail Poskey, Katie Rose, Jessica Spain Sadr, Ann Staton, Brigitte Vittrup, Mary Thompson, Pat Watson (substitute for Nancy Anderson), Anne Young
- Guests: Chandan Prasad, Linda Uphouse

MINUTES APPROVED:

- The minutes of the April 24, 2013 meeting were approved as disseminated.

ANNOUNCEMENTS

- Dr. Rose welcomed the Council, and members introduced themselves.
- Dr. LeFlore reported the following:
 - Graduate enrollment is flat compared to Fall 2012 with master's enrollment down 0.08, and doctoral enrollment down 0.05. However, graduate retention and student credit hours have increased. Graduate students make up 37% of the total student population. Registered students as of day 13:

	Total	New	Continuing
Graduate School	5,599	1,242	4,357
University	15,104	3,949	11,155

- The Pioneer Center for Student Success will provide services to graduate students.
- The following programs will undergo Graduate Program Review this year:
 - English; Government; Nursing; Nursing Practice (Doctorate); Nursing Administration; Nursing Clinical Nurse Leader; Nursing Education; and Nursing Practitioner.
 - Accredited programs may use their accreditation review (self-study, review by accrediting body, and program response) to meet the requirement.
 - Coordinating Board response to this year's program reviews hasn't been received yet.

MINUTES OF THE GRADUATE COUNCIL

DATE OF MEETING: SEPTEMBER 18, 2013

- Low Producing Programs Report
 - The Ph.D. in Library Science will be phased out by August 31, 2019.
 - The M.S. in Chemistry and Ed.D./Ph.D. in Reading have been given temporary exemptions through August 31, 2014.
- Dr. LeFlore and Lisa Haynes of the Office of Institutional Research and Data Management developed a survey to gather data on *Student Experiences from Acceptance to First Semester of Enrollment*. The survey will go to all applicants accepted for Fall 2013, even those who decided not to attend TWU.
- Some issues the Graduate Council may be asked to examine this year include:
 - Graduate Faculty Status; Electronic Submission of Theses and Dissertation; Stipends for Graduate Assistants, and Unemployment benefits for Graduate Teaching Assistants which would come from department budgets.
 - Graduate Assistantships are primarily a professional development experience, not employment. As such, we should change the language we use (from “employment” to “appointment” and from “hire” to “appoint/assign”).
- Dr. LeFlore will put together a New Graduate Council Member Orientation. Please send him times when you would be available if interested.
- Dr. Johnson reported the following:
 - The deadline to apply to graduate was September 11th. The Graduate School is no longer accepting requests to add students to graduation. Students can meet “early deadline” for May graduation and may request a Letter of Completion.
 - Prospectuses not being turned in to the Graduate School prior to data collection is a serious issue that puts students in jeopardy of having to start over with a new study. Advisors should remind students that they must receive prospectus approval from the Graduate School before collecting data. Dr. Johnson offered to meet with departments.

SUMMARY REPORTS FROM 2012-2013 STANDING COMMITTEE CHAIRS:

Executive Committee – Dr. Katie Rose, Chair

- The Executive Committee assigned Graduate Council members to the standing committees.

Academic Programs Committee – Dr. Mary Thompson, Chair

- The Academic Programs Committee reviews new graduate degree and certificate programs. New programs reviewed last year were:
 - Doctorate in Occupational Therapy (OTD) which has been sent to the Coordinating Board for approval, and

MINUTES OF THE GRADUATE COUNCIL

DATE OF MEETING: SEPTEMBER 18, 2013

- Post-Baccalaureate Certificate in Advanced Neurologic Physical Therapy.

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

- Last year the Academic Standards Committee discussed Graduate Faculty Status, but it was tabled pending the results of the survey by the Education Advisory Board Academic Affairs Forum.
- The previous year, we set the calendar of Graduate Program Reviews.

Research Committee – Dr. Lynda Uphouse, Chair

- The Research Committee reviews applications for the Chancellor’s Research Fellows and the Graduate Council Award for Exceptional, Original Scholarship.
 - Last year 14 students were selected as Chancellor’s Research Fellows. Each was awarded \$100. The monetary award will continue going forward.
 - Two students were selected to receive the Graduate Council Award. This year the application instructions will clarify that work done at TWU does not meet the requirements.
- Dr. Brigitte Vittrup will chair the Research Committee this year.

Membership Committee – Dr. Marilyn Massey-Stokes, Chair

- The Membership Committee reviews the applications for Graduate Faculty Status and makes recommendations.
- Dr. Massey-Stokes said the Committee recommended approval of the following individuals for graduate faculty membership:
 - William Bartlett, School of Physical Therapy, Full
 - Anlee Birch-Evans, College of Nursing, Associate
 - Wyona Frey Steinson, College of Nursing, Full
 - Barbara McAlister, College of Nursing, Full
 - Katy Mitchell, School of Physical Therapy, Full
 - Anne O’Donnell, School of Physical Therapy, Full
 - Sharon Olson, School of Physical Therapy, Full
 - Pushkala Raman, School of Management, Full
 - Patricia Watson, Reading, Full

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

NEW BUSINESS

- **Election of the Chair of the Graduate Council**

MINUTES OF THE GRADUATE COUNCIL

DATE OF MEETING: SEPTEMBER 18, 2013

Dr. Katie Rose was nominated by Dr. Holly Hansen-Thomas, and the motion was seconded. Dr. Rose was elected by acclamation.

- **Election of the Vice Chair of the Graduate Council**

Dr. Karen Dunlap was nominated by Dr. Mary Sue Green, and the motion was seconded. Dr. Dunlap was elected by acclamation.

- **Election of the Membership Committee**

Arts and Sciences:

Jordan Fuchs was nominated by Dr. Marilyn Massey-Stokes, and the motion was seconded. Prof. Fuchs was elected by acclamation.

Professional Education:

Dr. Karen Dunlap was nominated by Dr. Marilyn Massey-Stokes, and the motion was seconded. Dr. Dunlap was elected by acclamation.

Health Sciences:

Dr. Marilyn Massey-Stokes volunteered, and the motion was seconded. Dr. Massey-Stokes was elected by acclamation.

Nursing:

Dr. Anne Young was nominated by Dr. Marilyn Massey-Stokes, and the motion was seconded. Dr. Young was elected by acclamation.

Chair:

Dr. Marilyn Massey-Stokes was nominated by Dr. Anne Young, and the motion was seconded. Dr. Massey-Stokes was elected unanimously by the Membership Committee.

REPORTS:

- Dr. Prasad made the following announcements:
 - Thanks to the Office of Research and Sponsored Programs (ORSP) for all their efforts in support of research at TWU. Please acknowledge them if you have the chance.

MINUTES OF THE GRADUATE COUNCIL

DATE OF MEETING: SEPTEMBER 18, 2013

- The New Investigator Research Enhancement Program (REP) provides seed money for tenure-track non-tenured faculty. The deadline to apply is October 3, 2013.
- ORSP presented a workshop on *How to Write a Winning REP Proposal*. This workshop will be offered again in the future.
- The application deadline for the Undergraduate Research Microgrant Program is October 18, 2013.
- ORSP is pursuing research partnerships (e.g., with UT Southwestern) to compensate for any gaps at TWU and provide training opportunities for faculty and students. It also looks good on grant applications.
- ORSP is also promoting Faculty-to-Faculty Peering to pair faculty in different programs to write grants and papers together.
- TWU applied for NIH BUILD grant and should hear something in 6-8 weeks.

ADJOURNMENT:

- The meeting adjourned at 2:28 p.m.