

MINUTES OF THE GRADUATE COUNCIL

DATE OF MEETING: JANUARY 20, 2016

The January 20, 2016 meeting of the Graduate Council was called to order at 1:17 p.m. in SH 308 by Dr. Karen Dunlap, Chair of the Graduate Council.

ATTENDANCE:

- **Members:** Husny Amerih, Catherine Bailey, Rosemary Candelario , Pei-Fen Chang, Karen Dunlap, Sara Fanning, Claudia Haag (substitute for Holly Hansen-Thomas), DiAnna Hynds, Ruth Johnson (ex-officio), Mark Kessler, Hyuk-Jin Lee, Larry LeFlore (ex-officio), Joel Muro (substitute for Claudia Haag), David Nichols, Krishna Parikh, Allison Ray, Linda Rubin, Susan Sheriff, Ann Staton, Kai-Li Tsai, Shih-Chiao Tseng, Genevieve West, Phillip Yang (substitute for Jessica Gullion), Anne Young
- **Guests:** Marie-Anne Demuynck, Don Edwards, Ling Jeng, Morgan O'Donnell, Jeannie Rickey, Mari Tietze

MINUTES APPROVED:

- The meeting minutes for November 18, 2015 were approved and disseminated after a correction was made in verbiage.

ANNOUNCEMENTS:

- **Dr. LeFlore reported the following:**
 - Dr. LeFlore thanked faculty who have responded positively to his request to serve as an internal committee member for the 11 graduate program reviews that will take place in the spring. These program reviews help administrator's look at each programs strengths and weaknesses.
 - The Innovation funds initiative to create professional master's degree programs has yielded six proposals. The proposal evaluation committee will be chaired by Dr. LeFlore, Associate Provost for Undergraduate Studies and Academic Partnerships; the Assistant Provost for Promotion of Research and Sponsored Programs; Chair of the Graduate Council, and a representative from both the Council of Chairs and Faculty Senate. The TWU Cabinet will expect a decision on February 19th, 2016.
 - Imaginuity Interactive, an external vendor working with Cindy Pollard, is currently conducting interview sessions with graduate program faculty and administrators. The purpose is to gain insights and subject matter expertise that will help craft TWU's graduate program messaging and communication strategy. The overall focus is to enhance recruitment and enrollment.
 - In an effort to facilitate relations and enhancement of communication between graduate programs and the newly appointed Associate Director of Admissions,

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Morgan O'Donnell, Dr. LeFlore asked department Chairs to share the names of persons responsible for graduate program coordination in their respective areas. Dr. LeFlore and Morgan hope to meet with these individuals for the purpose of improving communication around graduate recruitment, enrollment, and completion.

- Enrollment for the beginning of classes: Listed below is the breakdown of registered students as of this morning (Day 2): New transfers are up over last year's final count. Credit hours are up 1.7% and overall headcount is 2.7% ahead (to date). Undergraduate enrollment continues to be strong, even if you take out all the dual credit students TWU is still up by 119 over last spring. Students graduating in December 2015 increased by 140 (over last year) so these early enrollment numbers look especially good at this stage of registration.

Total Enrollment to Date	2016	2015	2014	Diff.
Total Enrollment	14,271	13,894	13,812	377 or 2.7%
Total Undergrad Enrollment	9,334	8,913	8,656	421 or 4.7%
Total Graduate Enrollment	4,937	4,969	5,156	-31 or 0.6%
Credit Hours	142,247	139,810	135,923	2,437 or 1.7%

- **Dr. Ruth Johnson reported the following:**
 - There is an Ad-Hoc committee in place in that will address timelines, deadlines and policies for dissertation and thesis defenses. The committee include Kimberly Parker (Chair), Nancy Anderson and Linda Rubin. All committee members will meet with Dr. Johnson in the near future to discuss and establish policies. The deadlines will remain the same for the spring, summer and fall until policies have been put into place. Once policies are in place the Graduate Catalog will be updated to show this change. Council members were also made aware that some students might have to be grandfathered into the new structure.
 - Dr. Johnson informed the council all students must be enrolled by tomorrow; January 21, 2016.

SUMMARY REPORTS FROM 2015-2016 STANDING COMMITTEE MEMBERS:

- **Executive Committee** – Dr. Karen Dunlap, Chair
 - Dr. Dunlap thanked Dr. Ann Staton for the time she has served on the Graduate Council. She will be retiring on January 31, 2016 and Dr. Abigail Tilton will be her replacement.

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- Dr. Claudia Haag will be substituting for Dr. Holly Hansen-Thomas as Vice Chair on the Graduate Council. Dr. Claudia Haag's substitute is Dr. Joel Muro.
- **Academic Programs Committee** - Dr. Sara Fanning, Chair
 - Dr. Fanning invited Dr. Don Edwards to speak on the proposed Masters of Science degree in Informatics. Dr. Edwards relished in being a part of establishing this program. The degree crosses over all colleges, employs team teaching, offers courses that are cross listed, and half of the graduate courses have been approved at the last Senate meeting.
 - Dr. Edwards had Dr. Ling Jeng share her thoughts on this proposal. Dr. Jeng looks forward to new courses being integrated into the curriculum. She would like to speak with the College of Professional Education, School of Management and other areas in order to broaden this degree.
 - The committee recommended approval of the Masters of Science degree in Informatics.

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

- **Research Committee**- Dr. DiAnna Hynds, Chair
 - Dr. DiAnna Hynds informed members of The Graduate Council Award of Exceptional Original Scholarship. The deadline for all applications is February 26th. Requirements and eligibility information is located on the Graduate School web page.
- **Membership Committee** – Dr. Anne Young, Chair
 - Dr. Anne Young thanked the committee members for their considerable efforts in reviewing 2 applications. She also stressed the importance of faculty reapplying for membership if they are due to expire in August 2016.
 - The committee recommended approval of the following individuals for graduate faculty membership.

FIRST NAME	LAST NAME	COMPONENT	RECOMMENDATION
Jennifer	Richey	Library & Information Studies	Full
Jian	Zhang	Mathematics & Computer Science	Associate

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

NEW BUSINESS:

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- **Graduate Council Summer Meeting**
 - Dr. LeFlore stressed the need for a Graduate Council summer meeting when needed. TWU is still open for business during the summer months and there have been proposals in the past that needed approval by the Graduate Council but were not proposed due to any summer session. Dr. LeFlore proposed the idea of having Graduate Council meet during the summer. The new change in policy will state if there is a business need and a quorum is available the Graduate Council may meet during the summer.

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

REPORTS:

- Dr. Donna Scott-Tilley reported the following:
 - The annual report on proposal and grant activity through the Office of Research and Sponsored Programs during fiscal year 2015 is available at <http://www.twu.edu/research/activity-reports.asp>
 - The 19th annual Student Creative Arts and Research Symposium will be held on Tuesday, April 12, and Wednesday, April 13 in the ACT building on the Denton campus. The symposium highlights research and scholarly activities of undergraduate and graduate students across many departments and colleges.
 - There will be a presentation on NSF Funding Opportunities by Dr. Andreea Trache on Thursday, February 11th from 4:00-5:00pm. The presentation will be held on the Denton Campus in MCL 505 and videoconference to Houston room 10111 and Dallas room 8720. No RSVP is needed.
 - There will be a Grant Scoop Workshop in which faculty can learn how to locate research funding. The workshop will be held on Friday, January 22nd from 9:00-10:30am in ACT 502, IHSB 6305, and IHSD 8201. No RSVP is needed. This workshop will be recorded and archived for future viewing.
 - Using the Inter-University Consortium for Political and Social Research (ICPSR) Datasets to Enhance your Teaching and Research workshops will be available on Thursday, January 28th 9:30-11:00am and 4:00-5:00pm; and Friday, January 29th 9:30-11:00am.
 - Information on the Summer Research Initiative, Chancellor's Research Fellowship, and Research Enhancement Program will be emailed and posting materials about applying will be sent in the near future.
 - Dr. Scott-Tilley covered all this information in a handout that was emailed to the Graduate Council.

- Ad-Hoc Committee for Graduate Faculty Workload - Dr. DiAnna Hynds, Chair

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- The committee is investigating whether or not faculty is receiving appropriate credit for training graduate students. With the assistance of Graduate Council members a survey will be sent to the Graduate Council in order to assess whether there is enough interest to move forward with this proposal.

ADJOURNMENT:

- The meeting adjourned at 2:10 p.m.