

Minutes of the Graduate Council

Date of Meeting: November 20, 2019

The November 20, 2019 meeting of the Graduate Council was called to order at 1:23 p.m. in the Blagg-Huey Library, Room 101 by Dr. Gretchen Busl, Chair of the Graduate Council.

ATTENDANCE:

Members: Erika Armstrong, Kevin Becker, Sneha Bharadwaj, Wayne Brewer, Lee Brown, Gretchen Busl, Pei-Fen Chang, Paula Clutter, Patricia Flint, Jordan Fuchs, Hui-Ting Goh, Barbara Gray, Randa Keeley, Dundee Lackey, Hyuk-Jin Lee, Peggy Mancuso, Mindy Menn, Sandra Murdock, Joel Muro, David Nichols, Mindy Patterson, Pushkala Raman, Claire Sahlin (ex-officio), Suzanne Sears, Sharla Snider, Becky Spencer, Daniel Stefanelli, Annette Torres Elias, Laura Trujillo-Jenks, Gwen Weatherford, Ann Wheeler, Alisa Woods, Philip Yang, Margaret Young

Guests: Terry Senne, Bobby Lothringer, Sully Saucedo, Jake Blosser, Pat Watson, Diane Myers, Peggy Mancuso, Juliet Spencer

MINUTES APPROVED:

- One amendment to the October minutes was offered: Add Dr. Philip Yang, Gwen Weatherford, Wayne Brewer to the members who were present during the meeting on October 16, 2019.
- Motion carried.

ANNOUNCEMENTS:

Report from Dr. Claire Sahlin, Interim Dean of the Graduate School:

- With the College of Arts and Sciences, the Graduate School sponsored the panel discussion “Making the Most of Your Faculty Mentor Relationship” on November 4, 2019. The faculty panelists offered outstanding advice to graduate students about cultivating positive and beneficial relationships with faculty mentors. Plans are underway for similar panel discussions with faculty members from other colleges (Nursing/CHS/ and COPE) in the spring semester.
- TWU is beginning the process of selecting the Student Regent for the 2020-2021 academic year. Please encourage qualified graduate students to apply. Applications are due Friday, December 13, 2019.
- The Three-Minute Thesis Competition is scheduled to take place on January 30 at 1:30 p.m. on the Denton campus. Please encourage students enrolled in thesis or dissertation hours in Spring 2020 to participate.
- Korie Hawkins and Claire Sahlin are meeting with graduate program directors and chairs to explore how they can provide the best support for their graduate recruitment efforts and discuss best practices. Contact them if you or other faculty from your department would like to meet with them about graduate recruitment.

- The Graduate School asks that you process completed graduate applications as soon as possible and also correspond regularly and in a timely fashion with prospective students. The number of newly accepted master's and doctoral students is down at this time over the last year. Reaching out personally to prospective students and newly admitted students through email as well as by phone can make a big difference.
- Danita Cantu remains away from TWU until early December. Please contact Jackie Karlsson regarding graduate faculty membership and Gina Redfearn for issues related to Graduate Council or if you have any general questions.

Report from Dr. Ruth Johnson, Associate Dean of the Graduate School: No report (absent).

SUMMARY REPORTS FROM 2019-20 STANDING COMMITTEES:

A. Executive Committee – Dr. Gretchen Busl

- Dr. Busl welcomed Daniel Stefanelli, the master's student representative.
- Dr. Busl reported that the ad hoc committee to review graduate assistant compensation has met. The members of this committee are Erika Armstrong, Dundee Lackey, Philip Yang, Joel Muro, Sally Stabb, and Vic Ben-Ezra.
- Dr. Busl reported that the ad hoc committee to review graduate education policies has met and will be moving forward in January with a timeline for reviewing the policies. The members of this committee are Laura Trujillo-Jenks, Becky Spencer, Pushkala Raman, and Mindy Menn.

B. Research Committee – Dr. Sneha Bharadwaj

- There was no report from the Research Committee.

C. Academic Standards Committee – Dr. Ann Wheeler

- The Academic Standards Committee met to review the university's policy related to the minimum of 90 credit hours for doctoral programs. The Executive Council will continue to meet to discuss this policy and to consider lowering the minimum credit hours.
- The Academic Standards Committee is reviewing the criteria for full and associate graduate faculty membership.
- The Academic Standards Committee will propose to the Graduate Council a policy concerning the maximum number of credit hours per semester in which a graduate student may enroll.

D. Academic Programs Committee – Dr. Laura Trujillo-Jenks

- The Academic Programs Committee met and approved proposals for new and revised programs.

E. Membership Committee - Dr. Kevin Becker

- Applications for Associate and Full Graduate Faculty will be recommended by the Membership Committee.

UNFINISHED BUSINESS:

- None

NEW BUSINESS:

A. Academic Standards Committee – Dr. Ann Wheeler

- The current policy limiting graduate course loads and a proposed new policy were discussed, following the recommendation of the Academic Standards Committee:
 - Current policy from the Graduate Catalog:
Limit on Course Load
The nature of graduate study is such that the graduate student load should be lower than a normal undergraduate load. A graduate student is considered full time if enrolled in nine or more semester credit hours. Enrollment in fewer than nine semester credit hours is considered part-time enrollment. Graduate students are encouraged to consider twelve semester credit hours a maximum load and, if employed, to enroll for proportionality fewer semester credit hours.
 - Proposed Policy:
Limits on Course Load
The nature of graduate study is such that the graduate student load should be lower than a normal undergraduate load. A graduate student is considered full-time if enrolled in 9 or more semester credit hours. Enrollment in fewer than 9 semester credit hours is considered part-time enrollment. Graduate students are encouraged to consider 12 semester credit hours a maximum load but may take up to 16 hours during fall, spring, or summer. Exceptions to this policy must be approved by the student's graduate advisor and the Dean of the Graduate School.
- A motion was made to change the proposed policy as follows:
 - Limits on Course Load
The nature of graduate study is such that the graduate student load should be lower than a normal undergraduate load. A graduate student is considered full-time if enrolled in nine or more semester credit hours. Enrollment in fewer than nine semester credit hours is considered part-time enrollment. Graduate students are encouraged to consider twelve semester credit hours a maximum load but may take up to sixteen credit hours during fall, spring, or the entire summer. Exceptions to this policy must be approved by the student's graduate adviser and the Dean of the Graduate School.
- Participants in the discussion noted that graduate programs may set the maximum course load lower than sixteen credit hours if they wish.
- The Graduate Council voted to approve the proposed policy with the revisions and to forward the policy to the Provost for approval.

B. Academic Programs Committee – Dr. Laura Trujillo-Jenks (see attachments)

1. The following revisions to graduate programs were discussed and approved by the Graduate Council following the recommendation of the Academic Programs Committee and a vote by the membership:

- Revision to the degree plan for the M.A. in History (Public History Option) to allow for a thesis option without adding to the total number of credit hours.
 - Dr. Jake Blosser presented and answered questions.
 - Reduction in the total credit hours for the M.A. in Reading Education
 - Dr. Pat Watson presented and answered questions.
 - Reduction in the total credit hours for the M.Ed. in Reading Education
 - Dr. Pat Watson presented and answered questions.
 - Revision to the M.Ed. in Teaching, Learning, and Curriculum by adding a new track in leadership and collaboration as well as changing the name of the degree program to “Teaching, Leadership, and Collaboration”
 - Dr. Diane Myers presented and answered questions.
 - Revision to the curriculum of the Ph.D. in Nursing Science without adding to the total number of credit hours
 - Dr. Peggy Mancuso and Dr. Becky Spencer presented and answered questions.
2. The following proposal for a new graduate degree program was discussed and approved by the Graduate Council following the recommendation of the Academic Programs Committee and a vote of the membership:
- The addition of the Professional Science Master’s degree (PSM) in Biotechnology. While the paperwork says “Hybrid,” this program will not be hybrid at this time.
 - Dr. Juliet Spencer presented and answered questions.

C. Membership Committee - Dr. Kevin Becker

These graduate faculty were approved by the Graduate Council following the recommendation of the Membership Committee and a vote of the membership:

Name	Component	Recommendation
Alex Colvin	Social Work	Full
Anthony Duplanty	Health Promotion and Kinesiology	Full
Brandi Felderhoff	Social Work	Full
Sandra Gates	Accounting	Associate
Joni Jensen	Music	Full

Adam Jones	Human Development, Family Studies, and Counseling	Associate
Rebecca Lucero Jones	Human Development, Family Studies, and Counseling	Associate
Pam Joplin- Gonzales	Nursing	Associate
Anastasia Miller	Healthcare Administration	Associate
Della Molloy- Daughterty	Music	Associate
Richard Shuster	Music	Full
Wouter Van Erve	History and Political Science	Associate
Danielle Woolery	Music	Full
Jennifer Youngs	Music	Associate

D. ADJOURNMENT: 2:14 p.m.