

Minutes of the Graduate Council

Date of Meeting: November 15, 2017

The November 15, 2017 meeting of the Graduate Council was called to order at 1:15 p.m. in SH 308 by Dr. Claudia Haag, Chair of the Graduate Council.

Attendance:

- **Members:** Husny Amerih, Kevin Becker, Sneha Bharadwaj, O Bowman (Pei-Fen Chang sub for one year), Gretchen Busl, Nerissa Gillum, Heather Gerling, Claudia Henley, Parker Hevron, Victorine Imrhan, Dr. Carolyn Kapinus (ex-officio), Hyuk-Jin Lee, David Nichols, Kimberly Parker, Susan Sheriff, Singh Lulla Sukhbir Kaur Narinder, Lene Symes, Abigail Tilton, Laura Trujillo-Jenks, Shih-Chiao Tseng, Ann Wheeler, Vicki Zeigler
- **Guest:** Korie Hawkins, Assistant Director of Graduate Admissions

MINUTES APPROVED:

- The meeting minutes from October 18, 2017 were approved

ANNOUNCEMENTS:

- **Dr. Carolyn Kapinus reported the following:**
 - If you attended the first Graduate Recruitment Workshop on November 3rd please fill out the survey through the link that was provided or email your feedback to Dr. Kapinus or Ileana Lopez Jimenez.
 - The Graduate Recruitment enhancement fund is open and accepting proposals on a rolling basis. Please contact Dr. Kapinus with any questions in regards to the proposal.
 - Application numbers for spring 2018 are down. Completed applications for master's level students are down 20% which is 154 applications. Doctoral applications are down 37% which is 101 applications. Masters level acceptances are down 3% and doctoral level applications are up 18%. We are looking on track with pre-registration numbers. There are about 400 applications the Office of Admissions Processing determined are complete and they have been forwarded to their respective departments.
 - Summer 2018 is a count year which affects our state funding. Completed applications at the master's level are down 83% which is 252 applications. Doctoral applications are up 148% which is 31 applications. The Graduate School is working with Dr. Langston in the Office of Enrollment Management to work on aggressive steps to increase graduate enrollment. If you have ideas about enrollment please reach out to Dr. Kapinus.
 - The Graduate School will also be working with Admissions Processing on sending admissions letters electronically.
- **Dr. Ruth Johnson reported the following: - not present**

SUMMARY REPORTS FROM 2017-2018 STANDING COMMITTEE MEMBERS:

Executive Committee- Dr. Claudia Haag, Chair

Dr. Kessler would like the council to discuss graduate teaching assistant term limits. He would like to propose that the limit be increased past 6 years since some programs advise their students to do a master's prior to a PhD and could potentially run out of funding with the current term limits. The executive committee will discuss the proposal with Dr. Ruth Johnson and the discussion will be brought back to the graduate council meeting on January 2018.

• Academic Programs Committee - Dr. Husny Amerih, Chair

- The committee reviewed the educational administration leadership program proposal to reduce the required credit hours from 36 to 30 in order for the program to stay competitive. The committee approved the proposal.
- The reading department submitted a certificate of bi-literacy to Dr. Kapinus and Dr. Amerih, the committee will be reviewing the proposal.

• Research Committee – Dr. DiAnna Hynds, Chair- not present

- No report

• Academic Standards Committee - Dr. Kimberly Parker, Chair

- The committee has the information they need from TWU and will now make a recommendation in regards to the minimum number of students required for a course to make.

• Membership Committee - Dr. Sneha Bharadwaj

- Recommendations for faculty membership were approved by the committee.

OLD BUSINESS:

- Dr. Kapinus has provided data from the survey of earned doctorates which is done by the national science foundation. The median time to degree for all doctoral recipients is 7.3 years and this is data from 2014. The data is showing that doctoral term limits are declining. Dr. K would like bring this for further consideration to the council. This policy would be implemented for incoming students not current students. Please take to your respective departments to discuss and bring back to the next graduate council meeting.

NEW BUSINESS:

- Dr. David Nichols- Graduate program reviews have been done every 5 years in his department. Dr. Nichols would like clarification about the timeline and policy that is currently in place.

ADJOURNMENT:

- The meeting adjourned at 2:10 PM