

## **Minutes of the Graduate Council**

**Date of Meeting: April 16, 2025**

The April 16, 2025, meeting of the Graduate Council was called to order at 1:03 p.m. via Zoom by Dr. Randy Keeley, Chair of the Graduate Council.

**Members in Attendance:** Amanda Arnold, Dayna Averitt, Ale Babino, Lee Brown, Rachelle Campbell, Paula Clutter, Derek Crews, Helen Everts, Nerissa Gillum, Faheemah Hannah, AnaLouise Keating, Randa Keeley, Bethany Lazarus, Hyuk-Jin Lee, Mikyoung Lee, Zhen Li, Jennifer Martin, Hope McCarroll, Mindy Menn, Della Molloy-Daugherty, Kimberly Mory, Catalina Pislariu, Jennifer Quong, Rita Dello Stritto, Suzanne Sellers, Sharon Wang-Price, and Ann Wheeler.

### **MINUTES APPROVED**

- The March 19, 2025, meeting minutes were voted on and approved.

## **ANNOUNCEMENTS AND REPORT BY DR. CAROLYN KAPINUS, DEAN OF THE GRADUATE SCHOOL**

### **Graduate Student Appreciation Week**

This is a nationally recognized week that happens on campuses every year during the first full week of April. We had a very successful week at TWU with a mix of online and in-person events on all three campuses.

Our four winners of the Graduate Student Appreciation Scholarship will be announced soon along with the winners of the photo contest. Voting closed at noon for the photo contest, and we had a lot of great submissions; hopefully, you had a chance to see them. Nearly 100 faculty and staff submitted encouraging messages. Every day last week, we sent an email to students with those messages. Graduate students let us know they really appreciated these messages of support, so thank you! We are also grateful for the ways that individual programs showed appreciation for their students. Thank you for a very successful week.

### **Graduate Applications and Preregistrations**

Summer: Master's application acceptances are up 37% (97 students) and pre registration is up 46% (61 students). Doctoral acceptances are up 3% (6 students) and pre registration is flat.

Fall: Master's application acceptances are up 56% (80 students) and pre registration is up 52% (54 students).

Doctoral acceptances are flat (201 vs 202 for 2024 vs 2025, respectively, so a one student difference). Pre-registered students are down -76% (54 students).

Thank you for serving on the Graduate Council! We appreciate the work you do and the productive year we've had together. Special thanks to Dr. Keeley and Dr. Menn for their leadership; this is their last Graduate Council meeting.

## **ANNOUNCEMENTS AND REPORT BY DR. RUTH JOHNSON, ASSOCIATE DEAN OF THE GRADUATE SCHOOL**

New Graduate School Reader starting March 26, 2025: Maximilian (Max) McComb.

Graduate Student Appreciation Week: April 7–11, 2025

- Encourage your students to participate in the activities available both online and in person.
- I will visit the Houston campus, while Dr. Kapinus will travel to the Dallas campus.

## **GUEST SPEAKERS**

- Maximilian (Max) McComb - Graduate School Reader/Editor
- Gregoria A. Zamora, Ed.D., Director/PDSO, International Student and Scholar Services, International Affairs

## **SUMMARY REPORTS FROM STANDING COMMITTEES**

### **Executive Committee – Chair Dr. Randa Keeley**

- Expressed gratitude to Graduate Council members for their contributions over her six years of service.
- Thanked Dr. Menn for serving as Vice Chair and acknowledged the Executive Committee for their support.

### **Executive Committee – Vice Chair Dr. Mindy Menn**

- Thanked Randa for her leadership and expressed appreciation for the opportunity to serve with her.
- Reflected pride in the Graduate Council's accomplishments, including faculty approvals, policy advancements, and program changes.
- Expressed honor in working with dedicated colleagues.

### **Research Committee – Dr. Catalina Pislariu**

- Thanked her committee.
- Noted that the Outstanding Theses and Dissertations document was not finalized as hoped-the goal had been to complete and implement it before the end of the academic year.

### **Academic Standards Committee – Dr. Lee Brown**

- Thanked his committee for working on one or more policies at nearly every meeting.
- Described the committee as a joy to work with. Very conscientious and helpful.

### **Academic Programs Committee – Dr. Ann Wheeler**

- Thanked her committee for the time dedicated to reviewing all policy revisions and program proposals.

### **Membership Committee – Dr. Dayna Averitt**

- Reported that two applications were reviewed and are up for a vote today.
- Referred to the annual report presentation, which is included with the minutes.
  - Number of Approved Faculty: Total Approved: 72
  - Approved Graduate Faculty by Category
    - Full = 41
    - Full with Dissertation Chair = 31
  - Number of Declined Graduate Faculty Applications: Total Declined: 1
    - Cause for Declined Applications: did not have the terminal degree

### **Common Issues in Applications**

<u>Comment Theme</u>	<u>Frequency</u>	<u>Notes</u>
Missing or Incorrect RCR (Responsible Conduct of Research)	10+ cases	Frequently flagged and resolved after uploading correct documentation.
No or Inadequate Committee Service Listed on CV	~6 cases	Often led to initial rejections or rework; corrected CVs were uploaded.
Need for Updated or Corrected CV	~6 cases	Often related to terminal degree, committee experience, or course listings.
Terminal Degree Not Listed / Not Clear	~3 cases	Affected endorsement validity (e.g., Full endorsement not allowed without terminal degree).
<ul style="list-style-type: none"><li>• Mentioned that the topic of terminal degrees is under discussion, and the committee is reviewing and potentially recommending some changes to the Graduate Faculty policy.</li></ul>		

### **NEW BUSINESS**

1. Membership Committee – Dr. Dayna Averitt
  - Recommendations for Faculty Status (listed on page 2 of agenda) – Voted on and approved.
2. Academic Programs Committee – Dr. Ann Wheeler

- Request to Amend-MLS with Post-Master's Certificate in Community Information – Voted on and approved.
- Request to Amend-MS in Data Science & Informatics (6 tracks) – All voted on and approved.
  - (Clinical Applications)
  - (Community Informatics)
  - (Cybersecurity)
  - (Data Science/Data Analytics)
  - (Health Studies)
  - (Sports)
- Request to Amend-MS in Psychological Science – Voted on and approved.
- Request to Amend-Doctor of Physical Therapy-Professional – Voted on and approved.
- Request to Amend-MEd in Early Childhood Education – Voted on and approved.

3. Nominations for Chair and Vice-Chair for the 2025-2026 academic year:

- Chair Dr. Ann Wheeler – Voted on and approved.
- Vice Chair Dr. Dayna Averitt – Voted on and approved.

\*No nominations from the floor. Nominations received via a Google form.

## **OLD BUSINESS**

1. Academic Standards Committee – Dr. Lee Brown
  - Revalidation of Expired Coursework – Voted on and Approved
2. November 20, 2024, meeting minutes. - Dr. Ruth Johnson
  - Correction to verbiage under the Graduate Assistants section. - Voted on and approved.

\*Please note that most items were voted on and approved via the Zoom chat feature due to network connection issues. In agreement with all voting members, the votes were sent directly to the Graduate School Associate Dean, Dr. Ruth Johnson, who announced totals for each during the meeting.

## **ADJOURNMENT: 2:10 p.m.**

\*The next Graduate Council meeting will be **Wednesday, September 17, 2025.**

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Membership Committee – Dr. Dayna Averitt

- Faculty Recommendations: Two Full with Dissertation Chair Endorsement - Voted on and approved

Name	Component	Recommendation
Ayala, Francisco	Nursing	Full
Yanambaka, Venkata	Computer Science	Full

## 2024-2025 Graduate Faculty Status Annual Report

*Chair:* Dayna Averitt (CAS)

*Committee Members:* Helen Everts (CHS), Della Molloy-Daugherty (CAS), Mikyoung Lee (NURS), Mark Tengesdal (COB), Jennifer Quong (COPE) = each reviewed 27-28 applications

### *Number of Approved Faculty*

- Total Approved: 72
  - Approved Faculty by Category
    - Full = 41
    - Full with Dissertation Chair = 31

### *Number of Rejected Faculty*

- Total Rejected: 1
  - Cause for rejected: did not have the terminal degree

### *Common Issues in Applications*

<u>Comment Theme</u>	<u>Frequency</u>	<u>Notes</u>
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