

Minutes of the Graduate Council
Date of Meeting: October 16, 2024

The October 16, 2024, meeting of the Graduate Council was called to order at 1:04 p.m. via Zoom by Dr. Randa Keeley, Chair of the Graduate Council.

Members in Attendance: Dayna Averitt, Rachelle Campbell, Paula Clutter, Derek Crews, Helen Everts, Faheemah Hannah, AnaLouise Keating, Randa Keeley, Bethany Lazarus, Hyuk-Jin Lee, Mikyoung, Lee, Zhen Li, Alicia Lohmann, Mindy Menn, Della Molloy-Daugherty, Catalina Pislariu, Kemi Johnson Pratt, Jennifer Quong, Rita Dello Stritto, Mark Tengesdal, Sharon Wang-Price, Ann Wheeler

Substitutes: Asha Vas for Jennifer Martin and Abby Morris for Suzanne Sellers.

Announcement from Dr. Keeley: AI note-takers have not been approved by TWU IT and may not be used at this time.

MINUTES APPROVED

- The September 18, 2024, meeting minutes were voted on and approved.

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

Applications/Enrollment

Spring

Master's completed applications are up 40% (237 applications), and acceptances are up 48% (100 applications).

Doctoral completed applications are down 22% (-17 apps), and acceptances are down 71% (10 applications).

Our overall numbers are looking good so far. The best thing you can do to help graduate enrollment is communicate with your applicants and accepted students. I have seen enrollment growth happen through increased communication. Research shows that students need at least 5-7 communications after being accepted to make the decision to enroll.

Events

PhD Coordinators/Directors Meeting – October 24 @ 4 pm via Zoom. This meeting is to talk about common items of interest to those individuals who direct PhD programs.

Accelerated Degree (4 + 1) Programs Info Session is on Wednesday, October 30, at noon in LB 101. We are providing pizza to encourage in-person attendance, but we will also have a Zoom option. There will be a student panel to talk about their experiences in accelerated programs, the difference between undergraduate and graduate courses, etc. I'll also talk about what graduate school is about and the benefits of earning a graduate degree.

Faculty Panel about Mentoring Students in Dissertation – November 4 at 4 p.m. via Zoom. Drs. Dayna Averitt (Biology), Suzanne Dillion (Kinesiology), Randa Keeley (Special Education), and Sharon Wang (Physical Therapy) will share their approach to guiding students through the dissertation process. We will have plenty of time for discussion.

Last week, I attended the **Nursing Doctoral Colloquium** on the Houston campus. I was able to sit in on some of the sessions, see colleagues in person, and meet students. If you would like me to attend events you are having for your graduate students, please let me know. If it works out with my schedule, I'm always happy to attend.

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

Not in attendance – No report.

GUEST SPEAKER

- Dr. Jessica Camp – McNair Scholars

SUMMARY REPORTS FROM STANDING COMMITTEES

- Executive Committee - Chair Dr. Randa Keeley & Vice Chair Dr. Mindy Menn
 - Randa Keeley: We would like to remind voting members to please vote; if you are not a member, please do not vote. Please share any recommendations for speakers for future Graduate Council meetings.
 - Mindy Menn: Nothing additional to share.
- Research Committee – Dr. Catalina Pislauri – No report.
- Academic Standards Committee – Dr. Lee Brown – No report.
- Academic Programs Committee – Dr. Ann Wheeler – We have representatives in attendance for the two proposals that we will be discussing today.
- Membership Committee – Dr. Dayna Averitt – The reviewers have been very busy. I would like to thank them all for their hard work. There are a lot of people whose status is expiring in December. They reviewed 33 applications. Some applications need to be reworked because of missing or incorrect RCR. Please remind faculty to make sure that

they are doing RCR with the title “Responsible Conduct of Research.” Some people have done “Humanities Research,” and this delayed their review.

These are being corrected for the next meeting. A couple of people lacked experience on committees all the way to completion. She would like to remind everyone that the due date is November 4th. That means that applications have to get all the way through, PRC, ACA, and dean, before it gets to our committee to send out to reviewers. Please pass along this information to your faculty, especially if you know that their status is expiring in December, because we do not have a December meeting. If anyone has any questions or wants to check on their status, please contact me. Lastly, please make sure that your faculty know who their PRC chair is; we have seen applications that have gotten stuck going to the wrong PRC chair. If this happens, I can correct it if they reach out to me. Faculty can also reach out to me if their status is not what they expected.

NEW BUSINESS

1. Membership Committee – Dr. Dayna Averitt
 - Membership Committee recommendations for faculty status listed on page 2 of today’s agenda – **Voted on and approved**

2. Academic Programs Committee – Dr. Ann Wheeler
 - New Proposal – SLIS Post-Master’s Certificate in Community Information – **Voted on and approved**
 - Request to Amend – SPECIALED.PHD Doctor of Philosophy in Special Education – **Voted on and approved**

OLD BUSINESS

- None

ADJOURNMENT: 1:37 p.m.

***The next Graduate Council meeting will be Wednesday, November 20, 2024.**

Membership Committee –

- Faculty Recommendations: 12 - Full / 12 - Full with Dissertation Chair Endorsement

Name	Component	Recommendation
Blosser, Jacob	Arts & Sciences - Social Sciences and Historical Studies	Full
Wang, Danhui	Nutrition and Food Sciences	Full with Dissertation Chair
Brenner, William	Arts & Sciences - Lang., Culture, Gender Studies	Full
Mercado Sierra, Marta	Arts & Sciences - SWPP	Full with Dissertation Chair
Boone, Kittipong	Business	Full
Lee, Seon Hwa	Professional Education	Full
Lin, Shiru	Arts & Sciences - Chemistry	Full
Howerter, Catherine	Professional Education	Full with Dissertation Chair
Sullivan, Anne	Occupational Therapy	Full
Mann, Mark	Kinesiology	Full with Dissertation Chair
Du, Xiaofen	Nutrition & Food Sciences	Full with Dissertation Chair
Obiora, Oluchukwu	Nursing	Full
Larks, Alexandra	Arts & Sciences - SWPP	Full
Busl, Gretchen	Arts & Sciences - Lang., Culture, Gender Studies	Full with Dissertation Chair
Imy, Kate	Arts & Sciences - Social Sciences and Historical Studies	Full
Mendez, Sierra	Arts & Sciences - Lang., Culture, Gender Studies	Full
Tao, Zhipeng	Nutrition & Food Sciences	Full with Dissertation Chair
Vas, Asha	Occupational Therapy	Full with Dissertation Chair

Vittrup, Brigitte	Professional Education	Full with Dissertation Chair
Rigby, Rhett	Kinesiology	Full with Dissertation Chair
Juma, Shanil	Nutrition & Food Sciences	Full with Dissertation Chair
Lau, Hou	Professional Education	Full
Grubbs, Lisa	Professional Education	Full
Conrad-Webb, Heather	Arts & Sciences - Biology	Full with Dissertation Chair