

## Graduate Council Meeting Minutes

March 22, 2019

**Graduate Council members in attendance:** Erica Bruce, Timothy Burns, Gia Chevis, Gerald Cleaver, Sandi Cooper, Meghan DiLuzio, Sara Dolan, Kevin Dougherty, Jim Ellor, Jan Evans, Neil Fleming, Scott Gibson, Skip Gill, Ian Gravagne, Gina Green, Jane Harvill, Bill Hockaday, Julie Holcomb, Dave Jortner, Bob Kane, Tim Kayworth, Ryan King, Dorothy Leidner, Joaquin Lugo, Timothy McKinney, Mia Moody-Ramirez, Grant Morgan, Mark Morman, David Music, Suzanne Nesmith, James Nogalski, Dan Peppe, Van Pham, Linda Plank, Alex Pruss, Mark Sepanski, Susan Sherman, Joe Shim, Kevin Shuford, Doug Smith, Eunjee Song, Rishi Sriram, Tanya Sudia, Michael Trakselis, Renee Umstattd Meyer, Mike Walker, Suzy Weems, Trena Wilkerson

**Guests and substitutes in attendance:** Maria Boccia, Becca Cassady, Kevin Chambliss, Monique Ingalls, Diana Loeb, Marlene Neill, Joe Stubenrauch, Meaghann Wheelis, Elizabeth Wittliff, Matt Wood

**Graduate School deans and staff in attendance:** Larry Lyon, Chris Rios, Steve Driese, Anna Henderson, Candice Prose, Beth Allison Barr.

**Unable to attend:** Scott Cunningham, Steve Green, Thomas Kidd, Peter Klein, Sharon Mawet, Kim McCray, Richard Russell, Tony Talbert

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Graduate School Dean, Larry Lyon, introduced substitutes, guests and new graduate program directors. Dr. Ian Gravagne led the invocation. The minutes from October 2018 were approved.

### **Graduate Student Association (GSA) – Becca Cassady, Beth Barr**

Becca Cassady, GSA Vice President, talked about how what the group does follows the values of the GSA paradigm and how GSA works with the Graduate School to plan and facilitate the new grad student orientation. She noted that there is funding available as a GSA grant to assist with orientation activities. Apr. 4 (Thurs.) is the GSA showcase and BBQ lunch; Becca invited the Graduate Council members to attend.

### **Academic Analytics and Research – Larry Lyon, Meaghann Wheelis, Kevin Chambliss**

Dean Lyon introduced Meaghann Wheelis and explained that he, Meaghann and Kevin Chambliss have been working on strategic planning related to Baylor's R1 goal.

#### **Academic Analytics – Meaghann Wheelis**

Meaghann is a data analyst with IRT. She introduced an Academic Analytics tool that provides a detailed view of a faculty member's scholarly work, collaborations, and potential awards or funding possibilities. Meaghann also introduced the Program/Department Peer Identification Tool. She will send the presentation to anyone who is interested.

#### **Research at Baylor – Larry Lyon, Kevin Chambliss**

Dr. Chambliss requested feedback from departments about the usefulness of the Pivot vs. Research Insight products. He also talked about a product called Elevate that OVPR office is using. New processes should expedite the ability to set up grants. This will go into effect on July 1<sup>st</sup>. OVPR is

going to institute a layer of support uniformly across the university. This will be a big change in research administration. OVPR will also be identifying key performance measures to evaluate and promote accountability. Dr. Chambliss emphasized that we are not in a holding pattern; we are driving forward.

## **R1 Q&A**

Topics discussed included centers and institutes, OSP centralized, and bridge funding.

### **Graduate School Personnel Changes – Larry Lyon**

- Beth Barr has taken the place of Laine Scales.
- Chris Rios has taken the place of Denny Kramer.

### **Recruitment and Admissions – Chris Rios**

Rios shared part of what he will be sharing this summer with the new provost, Nancy Brickhouse. We are approximately 60% master's and 40% doctoral students. Ten years ago, 9% of the total Baylor student population were grad students. Now it is 14%. Most of our students are full-time. Of the students we make offers to, over  $\frac{3}{4}$  decide to come to Baylor.

Rios provided examples of assistance the grad school can provide for program recruitment. He emphasized that programs ought to be bringing their best applicants to campus and offered special proactive assistance for website improvement.

Rios talked about three opportunities to encourage/support Baylor's research reputation: McNair program, REUs and research showcases.

#### **Regarding Slate:**

- Starting today, departments will not get to release any offer letters. Instead, the Graduate School will send an email saying that offer letters are about to go out. GPDs/Staff should check and let us know if there is any problem.
- Rios asked GPDs to be sure to clear out the applicants in the second column of bins: move them to deny, accept, or waitlist.
- Questions:
  - About the point when applicants disappear from view of the department.
  - About whether applicants can be sent an email that tells them they have been waitlisted.
  - Does the grad school letter mention that April 15 deadline? No. Rios says they will change that ASAP (note that summer starts are not bound by the April 15 rule)
- Notify us if you have an applicant who has withdrawn so they don't get a rejection letter.
- Rios will contact Grad Council members about this via email soon.

#### **New Grad School Website**

The redesigned graduate school website will go live April 16. Please check the test site at [www.baylor.edu/graduate2](http://www.baylor.edu/graduate2) and let us know if you see any content that needs to be updated.

### **Student Insurance – Beth Barr**

Barr explained how fully funded students qualify for the student insurance subsidy. For external grants, the process may be somewhat different.

### **Student and Faculty Development – Beth Barr**

Barr outlined the work she is doing with the Graduate School and services/programs that are available from the Graduate School.

### **EAP – Steve Driese**

Driese detailed usage of the English for Academic Purposes program and encouraged GPDs to use this resource for international graduate students.

### **GPD Self-Evaluations – Larry Lyon**

Lyon mediated discussion of suggestions for additions to the evaluation form.

- Placement of graduates (vote result: approved)
  - GPD wondered if adding placement was redundant since they already report placements each year. LL says it's your call: provide whatever you feel your chair and the grad school ought to know about, whether numbers or methods
- How can the grad school help? (vote result: approved)

**Decision: The two new boxes will be included next year.**

### **Announcements – Larry Lyon**

- LL seeks your input on future graduation ceremonies as the number of grad students grows. Talk with colleagues and report back to LL.
- LL requested GPDs encourage their new students to attend New Grad student Orientation.
- CR reminded everyone to contact Tosha Hendrickson with Slate questions (re: waitlisting, etc.)

Break

### **Growth of PhD Programs at Baylor – Larry Lyon**

Baylor first offered a Ph.D. degree starting in 1951 with English. The number of programs plateaued at 5 from 1967 to 1989, then began growing in 1991 under Reynolds. PowerPoint slides show the sharp increase since then: today BU offers 29 Ph.D. programs.

### **PhD Program External Reviews – Steve Driese, Kevin Dougherty, Dan Peppe, Joe Shim**

Driese notes that it is essential that departments start early in securing their external reviewers.

SOC reported a positive experience that has led to the profound change of dismantling their track programs. They now simply admit the best students. They were advised not to focus so much on GRE scores and not to limit funding to 5 years when 6 is normative. (Dougherty)

GEO reported that the process is very time-consuming (approx. a 2-year process) but the review was pretty positive overall, and supplied advice on curriculum changes, etc. The feedback from students was helpful. (Peppe)

KENHP reported the reviewers suggested some things that their program had not thought about previously. Reviewers advised the department to have a narrower focus and change degree title(s). KENHP also got feedback from students via the reviewers.

### **Student Fees – Beth Barr**

Barr has been working on a study of 25 peer and aspirant universities, which shows that Baylor is on the high end regarding student fees. GPDs were taking photos of this graph with their phones.

LL talked about what is being done to tackle this problem. In the past, we have been told that we cannot treat grad students differently than undergraduates, and it was too costly. At present, with a new president who says R1 is important, we are getting better reception. LL believes a reduction of fees is probable. LL asks that no one mention this to students yet. He believes in the fall he will be able to communicate to you a substantial reduction in grad student fees.

### **Named Fellowship – Chris Rios**

Named Graduate Fellowships provide additional funding to attract bright students. Use at other institutions is another sign of how things are changing. We hope to start this next fall. See graph comparing stipends.

### **Admissions and Recruitment – Chris Rios**

We see declining doctoral applications over the past few years and want to reverse the trend. Rios suggests improving website (contact him for assistance with this), combing GRE searches/McNair list, using professional networks, having a preview weekend, and following up. We want to improve our reputation for graduate education and research, with strategies including a McNair Fellowship, REU (research experiences for undergraduates) with housing, and undergraduate research symposiums.

### **Round Table Discussions on Recruitment – Chris Rios**

1. What have you tried?
2. What's working?
3. What should we try?

Rios will send out results from group notes.

**Reminder:** Please be at May doctoral dinner; the new provost will be there.

Dismissal.