

Graduate Council Meeting Minutes
November 15, 2019

Graduate Council members in attendance: Nicholas Benson, Maria Boccia, Sandi Cooper, Meghan DiLuzio, Sara Dolan, Kevin Dougherty, Jan Evans, Neil Fleming, Scott Gibson, Skip Gill, Ian Gravagne, Gina Green, Jane Harvill, Bill Hockaday, Julie Holcomb, Monique Ingalls, Tim Kayworth, Ryan King, Joaquin Lugo, Kim McCray, Timothy McKinney, Lacy McNamee, Renee Umstattd Meyer, Marlene Neill, Lidjia Novakovic, Dan Peppe, Van Pham, Linda Plank, Alex Pruss, Richard Russell, Susan Sherman, Joe Shim, Doug Smith, Eunjee Song, Rishi Sriram, Joe Stubenrauch, Tanya Sudia, Tony Talbert, Tim Thomasson, Michael Trakselis, Mike Walker, Matt Wood.

Guests and substitutes in attendance: Nancy Brickhouse, Angela Bailey, Debra Burleson, Sandy Bennett, David Clinton, Julie King, Lesa Lawson, Ronald Morgan, Steven Pounders, Stephen Silverstein, Walter Wilcox.

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

Unable to attend: Erica Bruce, Timothy Burns, Gerald Cleaver, Scott Cunningham, Jim Ellor, Steve Green, Dave Jortner, Bob Kane, Forest Kim, Dorothy Leidner, Sharon Mawet, Suzanne Nesmith, James Nogalski, Mark Sepanski, Kevin Shuford

Graduate School Dean, Larry Lyon, introduced substitutes, guests and new graduate program directors. Dr. Scott Gibson led the invocation.

Graduate Education at Baylor – Provost: Dr. Nancy Brickhouse
Impressed with graduates at the doc dinners. Appreciates the ethically responsible practice of making sure that we graduate only the number of students we can place. Impressed with our time to degree. Likes the postdoc incentive for finishing in a timely fashion. Importance of community and mentoring. Strong research base to support our grad students is important. Grad programs should be built on a firm foundation of scholarship. Research is also about benefitting our undergraduates and Baylor is unique in that most of our faculty do teach undergrads.

Questions for Provost:

- Grad students teaching – Provost is not anxious to micromanage that, but she thinks it's important to consider what the student is ready for in terms of type of teaching experience.
- GPD appreciates mentoring and listening sessions.
- Easy for Pres and Provost to support graduate education since they have PhDs. Our Regents don't necessarily understand graduate education. How do they relate to the R1 goal? Provost says they are behind us 100% as far as the research goal. This winter we will be educating them more about graduate education. Would probably assemble a student panel highlighting stories about our grad students – which students would be good on this panel?

The minutes from March 2019 were approved.

Graduate School Personnel Changes – new duties for Candice; new assistant to the Dean, Sheila Dooley.

GPD Self-Evaluations – two new sections have been added this year as per last spring's vote.

Graduate Faculty Lists – draw line through any who should not be on the list any longer and return it to Anna.

Recruitment – Chris Rios invites GPDs to contact him to discuss how the Graduate School can help.

Brochures – Rios noted that brochures were used in the past but had a short shelf life due to changes. Changed to viewbooks and inserts and that worked well for a while, but we had to work with Marketing to get that done and it was not a quick process. Now we will continue to do the viewbooks and inserts, but we will no longer *ask* you for updates. We have come up with booklets that provide an overview of all of our grad programs. The booklet is also available online.

Social media – Rios said that we are advertising to US residents with certain characteristics, not individuals who already know about Baylor, and our engagement rates are much higher than they have been in the past. The ads cost \$50 each to promote your stories. We can place these ads for you if you are interested.

Admissions and International Students – Fed law says International students have to be enrolled full time during their first term. However, this means that any int'l students starting during summer would require 9 credit hours. Do we need to change what it means to be a fulltime student during the summer? We have an opportunity to lower it to 6 hours.

New Texas transcript law – says that if an educational institution suspends/expels a student *for other than grades or financial reasons*, the institution must include on the student's transcript a disciplinary notation stating so. GPDs need to pay attention to this in the rare case that it appears on transcripts you are reviewing. If you see this notation, call Chris Rios who will start the review process with legal team.

Continuous Enrollment – voting for a change to our policy. If you are a PhD student, you would have to remain enrolled. Would start in August/Fall 2020. See printed handout for more details. Students are audited for insurance for every term they are enrolled. Tony Talbert made a motion to accept the policy. Lacy McNamee seconded it. *Motion passed by a show of hands with one objection and the rest in favor.*

Rios requested that GPDs follow the prompts in Slate and not ignore those. If you are admitting them with an offer, it must be noted in Slate. Slate refresher courses are coming soon. Contact Tosha Hendrickson for more information.

English for Academic Purposes – Steve Driese reported that Provost Brickhouse and Dean Lyon want to develop a method to assess the speaking skills of Int'l students before teaching undergrads to ensure that they have mastery of the English language. Please email Steve to indicate if you would be interested in participating in developing the criteria for screening these students. This requirement would start with Fall 2020. It would apply to TAs as well as TORs and will especially affect the STEM programs.

Co-authorship with Graduate Students – Beth Allison Barr indicated that we would like to provide some broad guidelines for co-authorship with grad students. See handout, a draft of guidelines we are thinking about. The Graduate School also recommends that requirements for co-authorship be discussed with students. GPDs need to be aware that there may be situations where grad students are vulnerable and have these conversations early with their grad faculty and mediate conversations if needed. GPD asked if it could be changed to say “one or more” instead of all three of the criteria. Dr. Sriram mentioned that his department revised tenure guidelines to accept second author status on pubs (where grad student is listed as first author) toward tenure. Barr indicated that she would be interested in getting additional feedback.

Graduate Faculty Mentoring – Barr shared statistics on mental health affected by poor mentors for grad students but most mentors think they are doing a good job. Please send Beth the names of your new faculty so that she can reach out to them for training on how to be a good mentor.

College of Arts & Sciences Accelerated Master's Program – guidelines will be coming from A&S and they will be inviting submissions for departments that are interested. These programs would target high-achieving undergraduates who might benefit from having a master's from your department. Either in your field or through an interdisciplinary route.

State of the Graduate School – The Graduate School annual report will be coming out in the next week or so. Today's slides will be highlighting a paradigm shift. Enrollment percentage of grad students has increased from 11-12% which was typical for many years, to 17% today due to the growth in the online professional programs. See PPT summary slide for list of highlights.

Program Profiles were provided to doctoral programs.

Announcements

Break

PhD Programs (Cashion 506) – Lyon mentioned the changes coming in doctoral dinner (it will be a Saturday lunch for the spring semester starting in May 2020).

- New Academic Analytics Data – Lyon showed a graph with the programs in the top half on scholarly productivity.
- Faculty Hiring – Baylor needs to hire faculty in PhD programs in order to reach the R1 goal.
- Employment Data – 76% of our doc students report employment at the time of graduation. See Barr slides for further detail.
- Postdoc teaching fellowship program – As incentive for grad students who complete their degree within five years, Barr said that they will have the opportunity to apply for a postdoc fellowship at Baylor with continued access to the Grad School's travel funds. If you think your college/department would be interested in doing this, talk to your faculty members and deans and let us know.
- Graduate Student External Funding – Dec. 16 is deadline for grad students to sign up for grant writing class in January.
- New Doctoral Lines – Rios explained how stipend funds are being reallocated to departments with the capacity for more lines and the need for TAs.
- RA4 Stipend Option – Rios pointed out the list of GA categories which now includes a new option called RA4. Rios described RA4 as being like an RA1, but with internal funding. All STEM PhD programs have already been given permission to use this option.
- Optional GRE – goal of having an optional GRE is to reduce barriers to applications. GRE is not always predictive of academic success. GRE can be considered biased against women/minorities. Michael Trakselis (Chem/Biochem) says his department is trying this currently and all signs are good so far. (GPD discussion indicates that moving forward in this way may actually increase bias). We will address this topic again in the spring.
- Enrollment – Rios showed the new video produced by the Grad School's new team. If you want a video, GPDs will need to help coordinate things. See handout and reserve a block of time with a small group of faculty and grad students lined up and our team can turn this around in two weeks.
- External Reviews of PhD Programs (10-yr. schedule) – Steve Driese spoke about external reviews of PhD programs. Handout shows a summary of programs which have already been reviewed or are being reviewed this year or have been scheduled to be reviewed next year. Please consider the schedule and let Steve know when you would like to be scheduled in the process.

Master's/Professional Programs (Cashion 502)

- Graduate Professional Programs - Bennett
- Types of GPE Program Offerings - Lawson
- Enrollments - Bennett
- Market Analysis Resource – Lawson
- Questions to Consider for New Programs – Bennett

Dismissal