

Agenda
Graduate Council
September 8, 2009 3:00 – 4:00 p.m.

Introduction of Graduate School Staff

Provost Larry Lemanski
Comments from Dean Headley
Comments from Assistant Dean Sampson

Action Items

Minutes of last Graduate Council (April 28, 2009)
Amended Research Tools Procedure (EdAd 698)

Committee Reports

Committee on Administration (Dr. Jon Travis)
Committee on Curriculum (Dr. John Hanners)
Committee on Faculty, Research & Instruction (Dr. Linda Openshaw)

Discussion Items

Dissertation Workload

Information Items

Graduate Council Student Elections
Graduate Assistantship Remissions
Thesis/Dissertation Summer Fellowships
Keith & Nancy McFarland Scholarship
 Scott Hyde (MBA/Finance)
 Katherine Ashby (Training & Development)
H.M. Lafferty Doctoral Scholarship
 Sergio Pizziconi (English)
 Fernando Fuentes (Counseling)
 Sandra Liu (English)
Pathways Research Symposium (November 13 & 14, 2009 at A&M International)
Update on Graduate Program Reviews
Enrollment Report

Next Meeting: October 13, 2009

Adjournment

The following chart represents the approved "Characteristics of Texas Public Doctoral Programs".

Characteristics of Texas Public Doctoral Programs¹

Measure	Operational Definition	Reporting Source
Number of Degrees Per Year	Rolling three-year average of the number of degrees awarded per academic year	Coordinating Board
Graduation Rates	Rolling three-year average of the percent of first-year doctoral students ² who graduated within ten years	Coordinating Board
Average Time to Degree	Rolling three-year average of the registered time to degree ³ of first-year doctoral students within a ten year period	Coordinating Board
Employment Profile (in field within one year of graduation)	Percentage of the last three years of graduates employed in academia, post-doctorates, industry/professional, government, and those still seeking employment (in Texas and outside Texas)	Institution
Admissions Criteria	Description of admission factors	Institution
Percentage Full-time Students (FTS) with Financial Support	In the prior year, the percentage of FTS (≥ 18 SCH) with support/the number of FTS	Institution
Average Financial Support Provided	For those receiving financial support, the average financial support provided per full-time graduate student (including tuition rebate) for the prior year, including research assistantships, teaching assistantships, fellowships, tuition, benefits, etc. that is "out-of-pocket"	Institution
Student-Core Faculty ⁴ Ratio	Rolling three-year average of full-time student equivalent (FTSE) /rolling	Institution

¹ Programs included only if in existence 3 or more years. Program is defined at the 8-digit CIP code level.

² First-year doctoral students: Those students who have been coded as doctoral students by the institution and have either completed a master's program or at least 30 SCH towards a graduate degree.

³ Registered time to degree: The number of semesters enrolled starting when a student first appears as a doctoral student until she completes a degree, excluding any time taken off during graduate study. The number of years is obtained by dividing the number of semester by three.

Measure	Operational Definition	Reporting Source
Core Faculty Publications	three-year average of full-time faculty equivalent (FTE) of core faculty Rolling three-year average of the number of discipline-related refereed papers/ publications, juried creative/performance accomplishments, book chapters, notices of discoveries filed/patents issued, and books per year per core faculty member.	Institution
Core Faculty External Grants	Rolling three-year average of the number of core faculty receiving external funds, average external grant \$ per faculty, and total external grant \$ per program per academic year ⁵	Institution
Percentage Full-Time Students	Rolling three-year average of the FTS (≥ 9 SCH)/number students enrolled (headcount) for last three fall semesters	Coordinating Board
Number of Core Faculty	Number of core faculty in the prior year	Institution
Faculty Teaching Load	Total number of semester credit hours in organized teaching courses taught per academic year by core faculty divided by the number of core faculty in the prior year	Institution
Faculty Diversity	Core faculty by ethnicity (White, Black, Hispanic, Other) and gender, updated when changed	Institution
Student Diversity	Enrollment headcount by ethnicity (White, Black, Hispanic, Other) and gender in program in the prior year	Coordinating Board
Date of Last External Review	Date of last formal external review, updated when changed	Institution
External Program Accreditation	Name of body and date of last program accreditation review, if applicable, updated when changed	Institution
Student Publications/Presentations	Rolling three-year average of the number of discipline-related refereed papers/ publications, juried creative/performance accomplishments, book chapters, books, and external presentations per year per student	Institution

NOTE: Institutions may wish to add a "comments" field to explain any anomalies.

⁴ Core Faculty: Full-time tenured and tenure-track faculty who teach 50 percent or more in the doctoral program or other individuals integral to the doctoral program who can direct dissertation research.

⁵ All external funds received from any source including research grants, training grants, grants from foundations, etc.



**ADVISER'S APPROVAL TO SUBMIT PROPOSAL, THESIS OR DISSERTATION FOR
GRADUATE SCHOOL REVIEW**

This approval form is to be used after defense of a proposal or final defense of a thesis or dissertation to signify all corrections have been made and the proposal or thesis or dissertation has been reviewed by the adviser.

After the defense of the proposal or thesis or dissertation and prior to a student submitting it to the Office of Graduate Studies and Research, the student must carefully revise and edit the document. This includes, but is not limited to, editing for mechanics and formatting and making all revisions required by the adviser and committee. After completing all revisions and editing, the student must provide a copy of the revised document to the adviser for review. The adviser must sign this form to signify review of the revised and edited document and approval for submission for Graduate School review. This form must be submitted with the corrected proposal or thesis or dissertation and the committee defense approval form to the Office of Graduate Studies and Research. All forms and documents must be submitted at one time.

Style guide followed for formatting of proposal, thesis or dissertation: _____

I have reviewed and made all corrections to my proposal/thesis/dissertation indicated by my adviser and committee. In addition, I have reviewed and adhered to the above stated style manual for formatting and style issues.

Signature of Student

Date

Print name

Student id. no.

This is to certify that I have reviewed the student's proposal/thesis/dissertation for completion of all required corrections, adherence to APA, MLA, or style guide standards and authorize that it is ready for external review. I approve the submission of the proposal/thesis/dissertation to the Office of Graduate Studies and Research.

Adviser

Date

Print name

Addendum to Doctoral Research Tool Changes:

When the proposal for changes to the doctoral research tools was submitted to the Council in April, one course was inadvertently left off the proposal. EDAD 698, a basic qualitative research class (similar to HIED 696), which is already in the catalogue as an approved research tool, needs to be added to the list of doctoral research tools.

GRADUATE COUNCIL MEMBERS 2009-2010

	Term Remaining in Years	Term Expires
College of Arts and Sciences		
Elected:		
Dr. Donna Dunbar-Odom	3	2012
Dr. John Hanners	1	2010
Dr. Ben Jang	2	2011
Dr. Sharon Kowalsky	2	2011
Appointed:		
Dr. Jeff Kopachena	1	2010
College of Business & Technology		
Elected:		
Dr. John Humphreys	2	2011
Dr. Janet Walker	2	2011
Dr. Ben Cranor	3	2012
Appointed:		
Dr. Steven Shwiff	2	2011
College of Education & Human Services		
Elected:		
Dr. Ken Alford	1	2010
Dr. Joyce Miller	3	2012
Dr. Linda Openshaw	1	2010
Dr. Jon Travis	2	2011
Appointed:		
Dr. xxxxxx	3	2012
Graduate School		
Dean Allan D. Headley, Chair		
Dr. Mary Beth Sampson, Vice-Chair		
Doctoral Student Representative	1	2010
xxxxx		
Master's Student Representative	1	2010
xxxxxxx		

Graduate Council Committees 2009-2010

ADMINISTRATION

Dr. Jon Travis (Chair), Educational Leadership
Dr. John Humphreys, Marketing & Management
Dr. Jeff Kopachena, Biological & Environmental Sciences
Dr. Sharon Kowalsky, History
Doctoral Representative

CURRICULUM

Dr. John Hanners (Chair), Mass Media, Communication & Theatre
Dr. Ben Jang, Chemistry
Dr. Steven Shwiff, Accounting, Economics & Finance
Dr. Ben Cranor, Industrial Engineering & Technology
Master's Representative

GRADUATE FACULTY, RESEARCH & INSTRUCTION

Dr. Linda Openshaw (Chair), Social Work
Dr. Ken Alford, Health and Human Performance
Dr. Joyce Miller, Curriculum & Instruction
Dr. Donna Dunbar-Odom, Literature & Languages
Dr. Janet Walker, Business Administration & MIS

Agenda Committee

Dr. Hanners
Dr. Openshaw
Dr. Travis

Chair

Dr. Allan D. Headley, Dean of Graduate Studies & Research

Vice Chair

Dr. Mary Beth Sampson

**Graduate Council
Accomplishments 2008-2009**

Charge/Item to Review	Policy	Source/Notes	Committee	Action
Draft a directive to administration to make the Graduate School website top priority for re-design.		Dr. Ken Alford		Has been addressed
Review procedure for admissions to Graduate School	11.04.99.R0-11	Correct discrepancies caused by numerous changes made over the last several years. Brought forward from 2005-06	Administration	complete
Review procedure on course requirements for a doctoral degree program	11.04.99.R0.14	Minors Brought forward from 2006-07	Administration	Changes approved by Council 3-10-09
Review requests from departments to change graduate admissions criteria for a specific program			Administration	None submitted
Can/should a transfer student's graduate GPA be used in the master's admissions process		Dr. Ken Alford	Administration	Discussion item March 2009
Determine course load for doctoral students in dissertation stage, i.e., 1/2 time for 3 hours of dissertation		Dr. Jon Travis	Administration	Complete
Determine course load for master's students in thesis stage, i.e., 1/2 time for 3 hours of thesis		Graduate Council	Administration	Forward to 09-10
Change Graduate Student Course Load to reflect all summer-long coursework			Administration	Discussion item March 2009
Should requirements to remove probationary admissions status be changed to include option for students completing 9 semester hours?		Dean e-mailed to Dr. Travis 10-22-08	Administration	Approved by Graduate Council 11-11-08
Review categories of admission (provisional, probationary, and full). Should any changes be made?		Problems with financial aid	Administration	Approval by GC to change the term "probationary" admissions to "conditional" admissions Approved by Deans Council

April 23, 2009

Master's Degree Requirements: Establish specific requirements for MA (address discrepancy in procedure and catalog)	11.04.99.RO-15	Ex., Review the 30 hr vs 36 hr degree requirements for thesis/non-thesis degree programs (brought forward from 2002-03)	Curriculum	Forward to 09-10
Review Procedure on Master's Degree Research Component	11.04.99.RO-21	Ex., procedure does not mention 518s (brought forward from 2005-06)	Curriculum	Partial list approved at March & April 2009 meetings
Curriculum Changes for 2008-09			Curriculum	Approved 10-13-08
Review Graduate Certificate Programs		Request from Lit/Lang for TESOL certificate	Curriculum	Forward to 09-10
Should foreign language requirements established for Literature and Languages be available for all MA degrees?		COEHS	Curriculum	Dr. Travis to get clarification on requests for procedural changes. Ready for April 28th
Recommendations from COEHS Research Tools Subcommittee			Curriculum	Specific Curriculum Changes need to be submitted through the curriculum change process.
Should American Sign Language be an option as a foreign language?		Literature & Languages	Curriculum	To be considered at March 2009 Graduate Council Returned to committee
Graduate Faculty Review (Senior Faculty—Six Years)			Graduate Faculty Research & Instruction	Approved by Graduate Council 4-14-09 complete
Review Nominations for Graduate Faculty status			Graduate Faculty, Research & Instruction	Fall complete Spring complete
Revise six-year senior review forms			Graduate Faculty, Research & Instruction	Forward to 09-10

**Graduate Council
Charges 2009-2010**

Charge/Item to Review	Policy	Source/Notes	Committee	Action
Review requests from departments to change graduate admissions criteria for a specific program			Administration	
Review possible changes to options for full admissions: 1. Use of transfer student's graduate GPA. 2. Use of A&M-Commerce student cumulative graduate GPA on 12 hours. 3. Use of master's degree from an accredited institution.		Dr. Ken Alford (1)	Administration	
Determine course load for master's students in thesis stage, i.e., ½ time for 3 hours of thesis		Graduate Council	Administration	Forward to 09-10
Change Graduate Student Course Load to reflect all summer-long coursework			Administration	Discussion item March 2009
Master's Degree Requirements: Establish specific requirements for MA (address discrepancy in procedure and catalog)	11.04.99.RO-15	Ex., Review the 30 hr vs 36 hr degree requirements for thesis/non-thesis degree programs (brought forward from 2002-03)	Curriculum	Forward to 09-10
Review Procedure on Master's Degree Research Component	11.04.99.RO-21	Ex., procedure does not mention 518s (brought forward from 2005-06)		
Curriculum Changes			Curriculum	
Review Graduate Certificate Programs			Curriculum	
Should foreign language requirements established for Literature and Languages be available for all MA degrees?			Curriculum	Forward to 09-10
Graduate Faculty Review (Senior Faculty—Six Years)			Graduate Faculty Research &	

September 8, 2009

Review Nominations for Graduate Faculty status				Instruction Graduate Faculty, Research & Instruction	
Revise six-year senior review forms				Graduate Faculty, Research & Instruction	Forward to 09-10
Review Graduate Faculty procedure				Graduate Faculty, Research & Instruction	
Faculty Workload for chairing dissertations				Graduate Faculty, Research & Instruction	

7th Annual
THE TEXAS A&M UNIVERSITY SYSTEM
PATHWAYS STUDENT RESEARCH SYMPOSIUM

NOV. 13-14, 2009

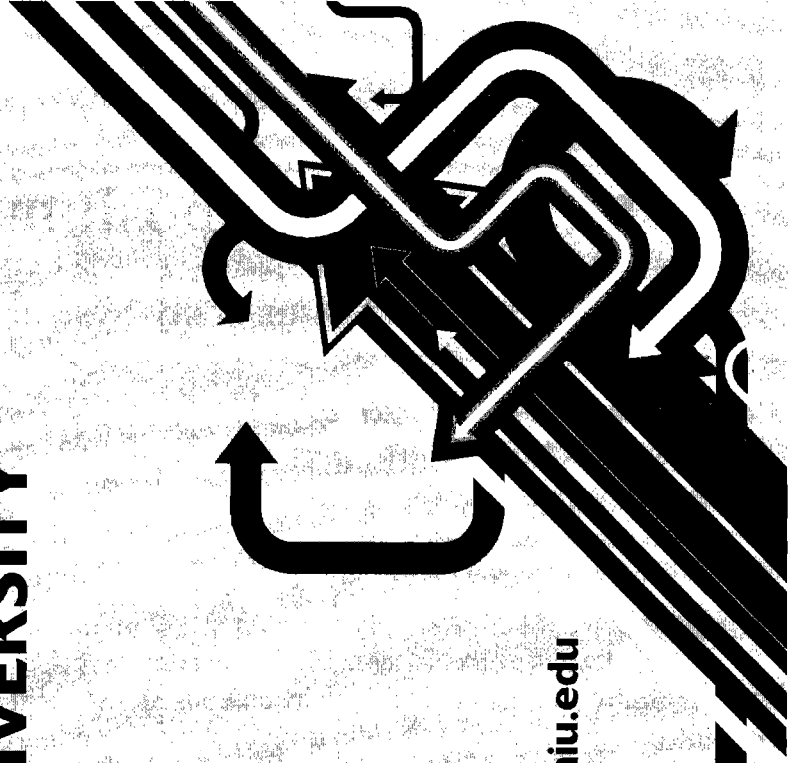
TEXAS A&M INTERNATIONAL UNIVERSITY
Laredo, Texas

REGISTRATION: SEPT. 1 - OCT. 19, 2009

**Undergraduate and Graduate
Student Poster Presentations**

**For more information contact your graduate school or
faculty adviser, call 956.326.3020 or email pathways@tamiu.edu**

tamiu.edu/pathways



Research Symposium for Students

7th Annual Texas A&M University System Pathways Research Symposium
November 13 & 14, 2009
Texas A&M International University
Laredo, Texas

The Texas A&M University System (TAMUS) invites its students and faculty to the Seventh Annual Pathways Student Research Symposium on Friday and Saturday, November 13-14, at the Texas A&M International University campus. TAMUS graduate and undergraduate students are encouraged to present results from their current or past research projects, even if preliminary. These presentations will provide the student researcher an opportunity to discuss their research with participants and faculty.

Pathways Research Symposium website: <http://www.tamiu.edu/pathways/>.

A&M-Commerce Support

The Office of Sponsored Programs, Graduate Studies & Research, will support the first 45 students who register and submit an abstract for the symposium. Support/funding includes travel (students will travel to symposium in chartered bus), hotel and registration fee. Travel arrangements will be made through the Office of Sponsored Programs (903-886-5161 or Natalie_Henderson@tamu-commerce.edu).

Registration, Abstract & Presentation Information

Registration and abstract submission period is September 1 – October 19, 2009, at <http://www.tamiu.edu/pathways>. **You must register through this website to participate.**

If you will be participating in the Symposium, please email Natalie Henderson, natalie_henderson@tamu-commerce.edu, your name, ID and department.

Deadline for abstract submission and registration is October 19, 2009. This year posters or oral presentations are available. Please view the Pathways website <http://www.tamiu.edu/pathways/index.shtml> for updated information about each presentation session, registration, etc. For additional information or questions, please contact Natalie Henderson (natalie_henderson@tamu-commerce.edu) or 903/886-5161 or on campus in BA 140.

**Fall 2009 Local Enrollment-through Monday, September 7, 2009
 compared to Fall 2008 Local Enrollment-through Monday, September 1, 2008**

Day to Day Comparison

Headcount by Classification

Class	2009	2008	Difference	Percent	Full-time	Part-time	Final Certified 08
Freshmen	1184	991	193	19.48%	1039	145	956
Sophomores	866	864	2	0.23%	722	144	793
Juniors	1426	1276	150	11.76%	1081	345	1248
Seniors	2099	2023	76	3.76%	1416	683	1987
Total Undergraduates	5575	5154	421	8.17%	4258	1317	4984
Post Bacc & Grad Non-Degree (incl. Teacher Cert)	642	739	-97	-13.13%	80	562	676
Masters	3084	3005	79	2.63%	895	2189	2769
Total Masters	3726	3744	-18	-0.48%	975	2751	3445
Doctoral	425	362	63	17.40%	65	360	358
Total Doctoral	425	362	63	17.40%	65	360	358
Total Graduates	4151	4106	45	1.10%	1040	3111	3803
TOTAL ENROLLMENT	9726	9260	466	5.03%	5298	4428	8787

Credit Hours by Level

	2009	2008	Difference	Percent		Final Certified 08
LL	28753	27457	1296	4.72%		30727
UL	37618	35845	1773	4.95%		31270
Total Undergraduate	66371	63302	3069	4.85%		61997
Masters	22692	22068	624	2.83%		20750
Doctoral	1979	1671	308	18.43%		1675
Total Graduate	24671	23739	932	3.93%		22425
TOTAL CREDIT HOURS	91042	87041	4001	4.60%		84422

Credit Hours by College

	2009	2008	Difference	Percent		Final Local 08
College of Arts & Sciences						
Total Undergraduate	35080	33565	1515	4.51%		32673
Total Graduate	3974	3722	252	6.77%		3679
Total CAS	39054	37287	1767	4.74%		36352
College of Business & Technology						
Total Undergraduate	11416	10022	1394	13.91%		9717
Total Graduate	8592	8080	512	6.34%		7744
Total CBT	20008	18102	1906	10.53%		17461
College of Education & Human Services						
Total Undergraduate	19875	19715	160	0.81%		19436
Total Graduate	12105	11937	168	1.41%		11444
Total COEHS	31980	31652	328	1.04%		30880
TOTAL	91042	87041	4001	4.60%		84693

Headcount by Ethnicity

	2009	2008	Difference	Percent	Female	Male	Final Certified 08
White/Non-Hispanic (1)	6268	5946	322	5.42%	3946	2322	5664
Black/Non-Hispanic (2)	1773	1644	129	7.85%	1171	602	1531
Hispanic (3)	844	794	50	6.30%	524	320	766
Asian/Pacific Islander (4)	218	213	5	2.35%	114	104	182
American Indian/Alaskan Native (5)	97	89	8	8.99%	63	34	85
Non-Resident Alien/Foreign National (6)	526	574	-48	-8.36%	192	334	559
TOTAL	9726	9260	466	5.03%	6010	3716	8787

Fall 2008 to Fall 2009 Retention - 358/538=66.54%		Fall 2009 1st Class Day-8/31/09	
Fall 2007 to Fall 2008 Retention - 401/615 = 65.20%		Fall 2008 1st Class Day-8/25/08	

Fall 2009 - 761 scheduled to be dropped September 8, 2009
 Fall 2008 - September, 3 2008 - 411 schedules dropped

Graduation Application Totals for Fall 2009							
CAS UG-66							
CBT UG-61							
COEHS UG-122							
Graduate-187							
Total-436							