I. Call to order and taking of attendance: 3:34pm

Present: John Bartkowski, Lupita Carmona, Michael Cepek, Bridget Drinka, Lucila Ek, Kandyce Fernandez, Fathali Firoozi, Judy Haschenburger, Shamadshad Khan, Ambika Mathur, Ritu Mathur, Matthew McCarter, Carlos Monton, Wing C. Ng, Heidi Rueda, Elaine Sanders, Erica Sosa, Corey Sparks, Drew Stephen, Liang Tang, Marie Tillyer, Heather Trepal, Ram Tripathi, Victor Villarreal, Melissa Wallace (Sub: Nancy Membrez), HunDa Wan, Zijun Wang, Alistair Welchman, Greg Wene, Rebecca Weston, Juliet Wiersema (Sub: Julie Johnson).

Absent:

Excused: Doug Frantz; Ruyan Guo; Angela Lombardi; Myung Ko; Muntasir Masum; Nasouri Reza; Page Smith; Jennifer Uria; Rory Vance

Visitors: Dr. Pamela Smith (College of Business)

The Chair called for a motion to change the order of business allowing the Committee on Graduate Programs and Courses to move to the front of the agenda. The motion was seconded and passed unanimously.

II. Reports

A. Council Chair
   - Consent Agenda
     - Meeting Minutes
     - Special Membership List (Attach A)
       - There were no objections to the consent agenda, and it was approved automatically.
     - Senate Report (attachment of presentation to be included for detailed information; disclaimer that slides are for informational purposes only.)
       - The Senate discussed the Provost’s revisions to the promotion and tenure guidelines. Especially concerning was the new requirement that external reviewers for UTSA candidates for promotion or tenure must say whether candidate would get promotion or tenure (respectively) at reviewer’s institution.
       - There was some discussion in the Council of the pros and cons of such a requirement. It could be a big boost for exceptionally strong candidates. However, it could also hurt strong but not exceptionally strong candidates. It might also incentivize candidates against choosing external reviewers from exceptionally prestigious universities, and make reviewers less likely to accept the task of writing reviews. Many representatives questioned why such changes were introduced and requested that they be removed.
The Senate also discussed the proposed move of the College of Business to the downtown campus, which has caused some controversy, strategic hirings and the institution of ‘Pay-for-play’ audits in the wake of the recent college admissions scandal.

- Graduate Program Evaluation Committee

B. Dean of Graduate School (attachment of presentation to be included for detailed information; disclaimer that slides are for informational purposes only.)

- Dr Mathur reported discussions on the following issues that face the graduate school:
  - 60 credit hour GPA calculation
  - Evaluation of International student transcripts
  - Language Placement Test
  - VIP Applications
  - Petition Waivers
  - Graduate Faculty Definition

C. Secretary

- 2019-2020 Officer Election Results not discussed due to time constraint. Will provide information at upcoming meeting.

D. Committee on Graduate Programs and Courses (attachment of presentation to be included for detailed information)

- MBA/MD Program (Attach B)
  - Report of the Committee on Graduate Programs and Courses (Chair: Prof. Victor Villarreal) joint MBA/MD program collaborating with the UT Health Long School of Medicine (LSOM) that will provide medical school students the opportunity to pursue an MBA degree at the same time as their MD.
  - The proposal was revised in discussion with the Committee. The initial version had limited information regarding need and student demand; however, the revised proposal included some data indicating the number of health professionals currently in the UTSA MBA program. Similarly, in the revised version, the process to transferring credits was more clearly described—the revision indicated that the additional courses would not represent a barrier to program completion for medical school students.
  - The Committee also noted that the degree might be excessively intensive.
  - The Committee voted to recommend approval of the program to the Graduate Council (3 in favor, 1 against, 0 abstentions)

- The Graduate Council voted to approve the program: 24 in favor/0 against/3 abstentions.

E. Committee on Graduate Program Evaluation

- Chair reported that she had met with the Office of Institutional Effectiveness who agreed that currently moribund Graduate Council Committee on Program Evaluation should in fact be involved in the program evaluations that are now conducted by the Office: the Council should receive a preliminary version of the report and its comments should be in the final version. There are a small number of reviews scheduled for the rest of the academic year, which the Council will now take part in via the Committee on Program Evaluation. There will be a new process in 2020, and the Council will be involved in discussions about what that new process will look like.

F. Committee on Academic Policy and Requirements
• Business of Health Certificate

III. Unfinished Business

IV. New Business
  • Graduate Faculty

V. Adjournment: 5:04pm
Graduate Issues

Bottlenecks, Logjams, Solutions and Potential processes

Dean’s Council
April 3, 2019

(disclaimer that slides are for informational purposes only and are not to be considered changed polices on date of presentation)

KAE and AM
### 1. 60 credit hour GPA calculation

<table>
<thead>
<tr>
<th>Issue</th>
<th>Proposed Solution</th>
<th>Proposed Process</th>
<th>Proposed Guidelines/Policies</th>
<th>Safeguard</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPA Calculations: Manual calculations of each applicant (done by the Graduate School) slowed down the application process.</td>
<td>Two Part Process: 1) Above 3.0 (undergrad/grad) GPA would not require calculations; 2) Below 3.0 (undergrad/grad) GPA calculated by program.</td>
<td>Graduate School makes unofficial transcripts available to program. Program calculates 60-cr hour GPA for applicants with GPA below 3.0 and provides the final GPA to Graduate Admissions.</td>
<td>Criteria for calculation and waivers must be posted in catalog and websites, and made publically available to all applicants. College or program must document the calculation process and apply it consistently, unless a waiver is requested and granted by the Dean of the Graduate School.</td>
<td>Graduate School Audits</td>
</tr>
</tbody>
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## 2. Evaluation of international student transcripts

<table>
<thead>
<tr>
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<th>Proposed Recommendation</th>
<th>Safeguard</th>
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</thead>
</table>
| Applicant referral to list of several "approved" evaluation services that varied in quality, delivery time, and prices. | Contract out to a single evaluation service company. | Research Market on most commonly used credential evaluation services and make decision based on efficiency and cost to applicants. | Foreign Credentials Service of America  
- Based in Austin, TX  
- Competitive prices; “Bang for One’s Buck” (FCSA accepted at multiple institutions).  
- Timely turn around: 10 business days.  
- Large percentage of applicant pool are currently utilizing FCSA for transcript evaluation.  
- Uniformity of process and communication with Graduate Admissions. | Graduate School Audits |
3. **ELAP test for TOEFL scorers between 79-100**

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<tr>
<td>Mandatory ELAP test even after having met required graduate admission qualification scores (79-100)</td>
<td>ELAP Test not required for applicant scoring 79 and above.</td>
<td>Only those students who score below the university minimum (waiver granted by the Graduate School dean) in the TOEFL/IELTS will be required to take the ELAP test.</td>
<td>Programs that require a score above the UTSA minimum must post these requirements publicly on their admissions website and in the Graduate Catalog.</td>
<td>Graduate School Audits</td>
</tr>
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## 4. VIP Applications

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<tr>
<td>Convoluted application process requiring back-and-forth order of operation.</td>
<td>Streamline between program, applicant, and Graduate School resulting in accelerated admission.</td>
<td>Departments/Colleges will complete new VIP Condition Sheet and route it to the Graduate School once the student has been contacted (see attachment: “VIP Dean’s Condition Sheet”). Once the Graduate School receives the VIP Dean’s Condition Sheet and the student submits the Embark application, the Graduate School will complete data entry, admit the student directly into the program, and inform the student of admissions status.</td>
<td>Faculty members in Colleges/Departments will target and contact their prospective VIP students to inform them of nomination. Graduate School Admissions staff must receive the VIP Condition Sheet by the time the student submits the Embark Application.</td>
<td>Office of the Registrar Audits</td>
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## 5. Request for waivers

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<tr>
<td>High volume of petition waiver requests with inconsistency in justification.</td>
<td>Set of consistent criteria established.</td>
<td>College/program establish criteria.</td>
<td>College or program MUST document these criteria and apply them consistently (unless there are unforeseeable emergent circumstances). Criteria for waivers MUST be posted in catalog and websites and made publicly available to all applicants.</td>
<td>Joint collaboration between Graduate School and college/program.</td>
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5. Redefining Graduate Faculty

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<tr>
<td>Inconsistent &quot;graduate faculty&quot; definitions across the board that fail to align with NRUF standards.</td>
<td>Establish a concise definition which include reasonable faculty expectations.</td>
<td>Language of definition determined by the Graduate Council.</td>
<td>Under consideration.</td>
<td>Office of the Provost Audits</td>
</tr>
</tbody>
</table>
Discussions on other graduate issues...to be continued!
COMMITTEE ON GRADUATE PROGRAMS & COURSES: VICTOR VILLAREAL

- MBA/MD PROGRAM (ATTACHMENT B)
COUNCIL CHAIR: CONSENT AGENDA

- MEETING MINUTES (E-MAILED)
- SPECIAL MEMBERSHIP LIST (ATTACHMENT A)
Finally, the University of Texas at San Antonio aspires to be a nationally-recognized research university and has a plan to achieve Carnegie R1 status in the near term. As such, the university has hired outstanding scholars who we expect to meet the standards of our R1 peers for the awarding of promotion and tenure. We ask that you specifically state if, in your personal assessment, the candidate’s scholarly record comports with the promotion and/or tenure standards at your institution.
COUNCIL CHAIR: SENATE REPORT

• EXPANDING BUSINESS EDUCATION & CAREER ENGAGEMENT TO THE DOWNTOWN CAMPUS

• HTTP://WWW.UTSA.EDU/STRATEGICPLAN/ACADEMIC-INITIATIVES/EXPANDING-BUSINESS-EDUCATION/INDEX.HTML
• STRATEGIC HIRING: INTERDISCIPLINARY FOCUS
• VSIP: APRIL 10 DEADLINE
• PAY-FOR-PLAY ADMISSIONS: MANDATED REVIEW
COUNCIL CHAIR:

• COMMITTEE ON PROGRAM EVALUATION
  • APRIL 11-12 COMMUNICATION
  • APRIL 15-16 PSYCHOLOGY
  • APRIL 18-19 ANTHROPOLOGY

• Participate in review
• Receive report
• Submit report with comments

Committee Members
• Jurgen Engelberth

Old process 2011
New process 2020 10-year cycle
UPDATE

PAY-FOR-PLAY: REVIEW OF GRADUATE PROGRAMS
SECRETARY: ALISTAIR WELCHMAN

- 2019-2020 OFFICE ELECTION
- 2019-2020 COMMITTEE ASSIGNMENTS
COMMITTEE ON GRADUATE PROGRAM EVALUATION

• NONE
COMMITTEE ON ACADEMIC POLICY & REQUIREMENTS

• BUSINESS OF HEALTH CERTIFICATE: STILL IN LIMBO
COMMITTEE ON ACADEMIC POLICY & REQUIREMENTS

- 2019-2020 GRADUATE CATALOG POLICY CHANGES
  - 4 VOTES FOR
  - 3 MEMBERS DID NOT VOTE

Why is readmission required after one year of non-attendance as opposed to two years of non-attendance?

The timeframe was a long time for master’s students to sit out of the program. The other universities we looked at did not have this policy for two years.
NEW BUSINESS: NRUF

200 Doctoral Students per year Graduating by 2020 (for two consecutive years)
Graduate Faculty Scholarship
NEW BUSINESS: NRUF

200 Doctoral Students per year Graduating by 2020 (for two consecutive years)
Graduate Faculty Scholarship
NEW BUSINESS: NRUF

Evaluate graduate faculty scholarship
NEW BUSINESS: NRUF

Evaluate graduate faculty scholarship

UCF Model

Graduate Faculty Scholars
NEW BUSINESS: NRUF

Masters → Graduate Faculty Scholars

Evaluate graduate faculty scholarship

UCF Model
NEW BUSINESS: NRUF

Evaluate graduate faculty scholarship

UCF Model

Masters
Graduate Faculty Scholars

Graduate Faculty
NEW BUSINESS: NRUF

Evaluate graduate faculty scholarship

UCF Model

Masters
Graduate Faculty Scholars

Graduate Faculty
Doctoral
ADJOURN