

THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDINGS OF THE GRADUTE COUNCIL
ACTION MINUTES
ORDER OF BUSINESS

April 6, 2004

Main Campus: BB3.04.08 DT, FS 2.532 3:30 p.m.
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Present: Christopher Borman, Norma Cantu, Raymond Padilla, Olivia Yu, David Mata, Stephan Bach, Stuart Birnbaum, Adria Bodour, Jan Clark, Paul Cotae, El-Kikhia Mansour, Marcheta Evans, Lila Flory-Truett, Robert Fuhrman, James Groff, Victor Heller, Jack Himelblau, Fred Hudson, Eugene John, Palani-Rajan Kadapakkam, Kasandra Keeling, Randall Manteufel, Judith Sobre, Pablo Vila, Jose Weissmann, Ted Skekel, Dorothy Flannagan, Jerrell Cogburn

Absent: R.E.W. Adams, Ron Alexander, Mark Allen, Thomas Bylander, Fathali Firoozi, Kolleen Guy, Han Hai-Chao, Michael Kelly, Richard LeBaron, Neil Maurer, Hugh Maynard, John McCarey, John McCray, Andrew Perez, Howard Smith, Ram Tripathi, Armando Trujillo, Andrew Tsin, Esther Wheeler, Raj Wilson, Frances C. Kneupper, Amy Gilmour, Tracey Johnston, Robert Ayoub, Carol Brochin, Michael T. Frye

Excused: Thomas Thomson.

I. Call to order and taking of attendance

The seventh meeting of the Graduate Council for the 2003-2004 Academic Year was called to order at 3:35 PM.

II Approval of Minutes (Ted Skekel)

Minutes of the March 2, 2004 Graduate Council meeting were approved as submitted.

III Reports

A. Council Chair (Ted Skekel)

Dr. Skekel reported on three items. First, Dr. Skekel offered an update on the Ph.D. in Physics proposal. The Physics department continued to make refinements in response to points raised by the Committee on Graduate Programs and Courses. The committee is likely to make its recommendation on the proposal at the May meeting.

Second, Dr. Skekel discussed changes to Council's Bylaws which require elections for the incoming chair and secretary. Due to unavoidable circumstances, the Nomination Committee was unable to forward nominations. Dr. Skekel sought nominations. Dr. Marcheta Evans was nominated for position of chair; no nominations for secretary were received. (Note: At the conclusion of the meeting, Dr. Evans informed the chair that an administrative assignment she will be assuming in Fall 2004 will likely preclude her from serving as chair). Nominations will be sought and action taken at the May Council meeting.

Third, Dr. Skekel discussed some problems experienced with the recent elections for Council representative. The elections are conducted via paper ballots, but some programs are not receiving ballots in time. The idea of moving to an electronic/email ballot system was mentioned.

B. Interim Dean of Graduate Studies (Dorothy Flannagan)

Dr. Flannagan reported on the Policies and Procedures for graduate certificate programs. The policy approved by the Council was forwarded to the Texas Higher Education Coordinating Board (THECB). Marshall Hill of THECB replied with a letter listing recommended changes (Note: A copy of Marshall's letter was distributed). Dr. Flannagan incorporated the suggested changes into the policy document (also distributed, with changes noted in bold type). Council approved the amended policy.

Dr. Flannagan next discussed a new policy regarding repeated courses. The Texas legislature will no longer fund a course taken for the third time by a student. UTSA has developed a policy that requires students who attempt a course for the third time to pay an additional charge. Dr. Flannagan presented a student petition (copies were distributed) from which would waive these charges in certain circumstances.

Dr. Flannagan gave an update on the status of UTSA's proposed degrees and UT System and THECB action. THECB is reviewing some 88 proposed programs, so there is quite a backlog. The Ph.D. in Counseling is currently under review.

Finally, Dr. Flannagan reported on Fall 2004 applications, which are up 37%. Admissions are also up over last year. Improved technology appears to be facilitating the admissions process.

C. Secretary (Jerrell Cogburn)

Dr. Cogburn made a recommendation on Council representatives for the 2004-2005 Academic Year listed on Attachment A (p. 2479-2480 of Order of Business dated April 6, 2004). The recommendation was approved.

D. Committee on Graduate Programs and Courses (Marcheta Evans)

Dr. Evans reported that the committee is still addressing the issue of its proper roles and responsibilities. Olga Mata was reported to have developed a protocol for committee members' roles. Dr. Evans also mentioned a report on catalog consistency prepared by an ad hoc Provost's committee, chaired by Larry Williams, in January 2003. The report will be forwarded to Associate Deans and Graduate Advisors of Record in advance of the next cycle of catalog revisions. The committee recommended approving the 2005-2007 Graduate Catalog. The Council approved the recommendation.

Dr. Evans also presented the committee's recommendation for approval of the proposed Geographic Information Science (GIS) certificate program. The Council approved the recommendation.

D. Membership Committee (Eugene John)

Dr. John updated the Council on the committee's progress on the issue of Research Professors. Dr. John mentioned a proposal being considered that would leave it to the discretion of respective graduate program committees to allow or not allow Research Professors to serve as chairs of theses and dissertations. Input was solicited. Members expressed concerns about deans making Research Professor appointments, who will decide if Research Professors can serve as chairs (e.g., graduate advisors of record, graduate program committees, chairs?), legal liability for the university in the event that a student is aggrieved, and guidelines for Research Professors. Dr. Skel suggested that the committee would likely need to make a structural proposal with clear guidance on the role of Research Professors. Dr. John indicated that the committee would continue its deliberations and would make a recommendation as soon as practicable.

E. Committee on Graduate Program Evaluation (Victor Heller)

Dr. Heller reported on the progress of the committee. The committee reviewed five programs in March and an additional five will be reviewed in April. Several other programs' review will spill over into Summer/Fall 2004. Dr. Heller reported on the committee's recommendations for three graduate programs reviewed: M.A. in Spanish, Master of Public Administration, and M.S. in Justice Policy.

After voting down a motion to table the vote on the committee's recommendation for the M.A. in Spanish, Council voted to accept the committee's report. Council also voted to accept the committee's reports and recommendations for the Master of Public Administration and M.S. in Justice Policy programs.

F. Committee on Academic Policy and Requirements (Stuart Birnbaum)

No report.

IV Unfinished Business
None.

V New Business
None. Dr. Skekel reminded members that the May Graduate Council meeting is during final week.

VI Adjournment
The meeting was adjourned at 4:55 PM.