

## THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDINGS OF THE GRADUATE COUNCIL  
ACTION MINUTES

February 4, 2003

Room 3.04.08 Business Building 3:30 p.m.
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The fourth meeting of the Graduate Council for the 2002-2003 academic year was held in room 3.04.08, Business Building, February 4, 2003.

**Present:** Mark Alford, Leroy Alloway, Ablam A. Apedjhoun, Christopher Borman, Mansour Ek-Kikhia, Victor Heller, Dorothy Flannagan, Robert Fuhrman, Michael Gilbert, Larry Golden, Kolleen Guy, Jack Himelblau, Fred Hudson, Eugene John, Michael Kelly, Hugh B. Maynard, Wanira Oliveira, Ray Padilla, Dibs Sarkar, Nestor Sanchez, Ted Skekel, Judith Sobre, David Thompson, Claudia Tovar-Ortiz, Lila Truett-Flory, Pablo Vila, Diane Walz, Esther Wheeler and Kenneth Wunderlich

**Absent:** Kasandra Keeling, Thomas Bylander, Jacob Castellanos, Glenn Dietrich, Fathali Firoozi, William Francis, Richard LeBaron, Neil Maurer, James McDonald, John McCray, Bill Mullen, Andrew Perez, Teressa Skeete, Howard Smith, Tom Thomson, Armando Trujillo, Andrew Tsin, Arturo Vega and Jose Weissmann

**Excused:** Stephen Bach, Stuart Birnbaum, Palani-Rajan Kadapakkam

- I. The meeting was called to order at 3:37p.m.
- II The minutes were approved, subject to one change: "statue" on p. 2395, V. New Business, was changed to "stature".
- III Reports
  - A. Council Chair (Victor Heller)  
Requested that council members introduce themselves. Dr. Heller announced the temporary representative for the MS in Statistics.
  - B. Dean of Graduate Studies (Dorothy Flannagan)  
Requested input with regard to a request to decrease the number of thesis & dissertation copies required for students from five to three. Council members agreed.  
Dr. Flannagan also informed the Council that new budget restrictions from the UT System require the University to present a letter to the Coordinating Board pledging support for new degree programs which have not yet been implemented. This affects the PhD in Biomedical Engineering Program (which is to be implemented in Fall 2003) as well as the doctoral programs in

Environmental Science & Engineering and Cellular & Molecular Biology (which are currently at the Coordinating Board for formal review in April). Dr. Flannagan distributed a handout which contained levels and percentage changes of graduate applications, admissions, and enrollments.

- C. Secretary (Diane Walz)  
Announced that the email vote at the end of last semester was unanimous in favor of accepting the recommendations of the Membership Committee for new Graduate faculty Members and Special Members.
- D. Committee on Graduate Programs and Courses (Robert Fuhrman)  
The Chair discussed issues related to the new catalog: changing deadlines for graduate admissions and the handling of incomplete graduate applications. The Council agreed that these issues should be investigated by the Graduate Programs and Courses Committee. Dr. Fuhrman also pointed out some problems with the new Banner system. The system does not check student status for enrollment or graduation, and does not check prerequisites for course enrollment. Dr. Heller suggested that a subcommittee of the Graduate Programs and Courses Committee be appointed to identify and document graduate program needs with respect to the Banner system and to communicate these to the appropriate persons in the Provost office, and to integrate these activities with the Graduate Advisors of Record.
- E. Membership Committee Chair (Eugene John)  
Dr. John announced that the vote on proposed Bylaws change to Article I,2, a & b is delayed. Dr. John distributed a further revised version of the Bylaws change, which bestows Membership in the Graduate Faculty to all tenured and tenure-track faculty (regardless of their time at UTSA). There was some discussion about the wording of the original bylaws (not part of the proposed change) which involved the question of whether Special Members (who are visitors, emeritus, part-time, etc.) should be allowed (at the Council level) to chair dissertation committees. The Council will vote on the proposed changes at the next meeting. If there is an interest, the issues with respect to Special Members chairing dissertation committees will be discussed further and possibly presented to the Council as another Bylaws change.
- F. Committee on Graduate Program Evaluation (Victor Heller)  
The Chair gave an update on the current program evaluations.
- G. Committee on Academic Policy and Requirements (Arthur Vega)  
No report

- IV Unfinished Business -- none
- V New Business -- none
- VI The meeting was adjourned at 4:30p.m.