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THE UNIVERSITY OF TEXAS AT SAN ANTONIO

DOCUMENTS AND PROCEEDINGS OF THE GRADUATE COUNCIL  
ACTION MINUTES

March 3, 1998

The sixth meeting of the Graduate Council for the 1997-98 academic year was held in Room 4.03.08 John Peace Library Building, March 3, 1998, with Dr. Wayner presiding.

**Present:** Mark Allen, Guy Bailey, Thomas Bylander, Rosalind Horowitz, Gillian Cook, Robert Fuhrman, Daniel Gelo, Juan Gonzalez, Susan Kehoe, Michael Kelly, Miriam Martinez, Hugh Maynard, Dennis Olsen, Clyde Phelix, Frank Pino, Marhsall Pitman, Linda Poetschke, Gary Raffaele, Thomas Ricento, James Ross, Nestor Sanchez, Raydel Tullous, Maggie Valentine, Matthew Wayner, Paul Westmeyer and Kathy Wohlert

**Absent:** John Adams, Peter Bella, Ron Binks, Antonio Calabria, Larry Feuge, Richard Harris, Daniel Hogenauer, Mark McBriarty, Jacinto Quirarte, Sumit Roy, Robert Smith, Philip Stotter, Andrew Tsin, Katherine Vela and Raj Wilson

**Excused:** Deborah Armstrong

**Guests:** John Vander Weg, Dwight Henderson, James Gaertner, Russell Briner, Derral Cheatwood, William Mitchell, Christopher Borman, Lila Truett and Lalatendu Misra.

I. Call to order and taking of attendance

The meeting was called to order at 3:35 p.m.

II. Approval of Minutes

Minutes of the December meeting were approved as presented.

III. Reports

A. Council Chair

Dr. Wayner recognized visitors and called for approval for any visitor to address the Council as appropriate during this meeting. Approval was given.

B. Dean of Graduate Studies and Associate Vice President for Research

Dean Bailey reported that Dr. Kelly has checked the Thesis and Dissertation guidelines for inconsistencies and has edited them accordingly. The Council chairman and secretary will go over the documents with Dr. Bailey to see that all changes are appropriate and the documents will then be sent on to the Senate for approval.

C. Secretary

Council position allocations were reported in an agenda attachment. Edited copy is attached.

D. Committee on Academic Policy and Requirements

No report

E. Committee on Graduate Programs and Courses

Dr. Gelo reported that eight non-substantive proposals had been received. Two were sent back for further information, the MS in Biology and the MS in Biotechnology. The other six were recommended for approval by the committee. Discussion followed.

MS in Finance: Dr. Misra offered to answer questions. Dr. Allen asked why this is a

non-substantive proposal since it appears to ask for a new degree. (Dr. Bailey stated that the criteria are not clear but seem to be related primarily to the cost of a program--\$50,000 being the cutoff figure.) Dr. Truett said that most of the courses in the new program are already being offered in other business programs.

MA in Economics: no questions.

MS in Information Technology: no questions.

MAECIT: no questions.

MBA Concentration in Marketing and Management: A couple of general questions were asked--what class sizes will occur in these new programs which are implemented with no additional expense? How are teaching assistantships assigned in relation to new programs? (Neither was particularly applicable to this proposal, there is nothing in it that speaks to these concerns.) Ms. Kehoe pointed out that these proposals, if they are cost free but will provide new income for the university, should certainly be approved.

MA in Education Concentration in Reading and Literacy: it was pointed out that the Coordinating Board has, in effect, asked for submission of this proposal.

Dr. Wayner called for a vote on these non-substantive proposals as recommended by the committee. The vote was unanimous to approve.

Dr. Gelo next presented the substantive proposal for an MS in Justice Policy. He summarized the need for this program and indicated that it does require new faculty, more library resources, and teaching assistants. In response to a question regarding costs, Dean Bailey said that the actual budget is being developed in the Office of the Provost to match expenses in the program with expected income.

Dr. Cheatwood indicated that there is strong local need for this program; it was also indicated that most of the courses will be taught downtown so as better to tap the client pool. In response to a question, Dean Henderson stated that this proposal is in the highest category in UTSA strategic planning. Dr. Bailey pointed out that, if the president approves programs such as this, with the budget included, this constitutes a commitment to support the program financially and in terms of faculty positions. Indeed, the Coordinating Board expects an accounting to show that actual expenditures match the commitment.

Dr. Pino asked how a new graduate program could be offered when we do not currently teach any graduate courses in this or related areas (in other words, in Criminal Justice). Dean Henderson responded that some related courses are being taught in the Public Administration discipline.

Dr. Allen asked about library support and Dr. Kelly responded that library budgets have not necessarily been adjusted to meet program commitments; frequently, funds have been reallocated within the budget to cover needs. (In this particular proposal, the Lexis/Nexis services will cost about \$35,000 per year.)

Dr. Wayner called for a vote on this substantive proposal. The positive recommendation of the committee was accepted by this vote, with one member dissenting.

#### E. Membership Committee

Dr. Ross reported one recommendation for Member, Clyde Phelix. The recommendation was approved by Council vote.

#### F. Committee on Graduate Program Evaluation

Dr. Phelix reported that external reviews are under way and that the committee report should be available for the May Council meeting. He indicated that the fact that, in an earlier committee report, proposals for changes in the MS in Biology and in Biotechnology had been sent back unapproved produced some problems for the evaluation committee. There is some confusion on whether these changes are required

as a part of the evaluation or whether they are merely catalog changes.

In response to a question about evaluation of the MFA, Dr. Phelix stated that the MFA and the MA in Art History are being tied together in terms of evaluations because the outside review of both programs was done two years ago. This will put both programs on a new review track. A final report will also be presented at the May meeting of the Council.

IV. Unfinished Business

None

V. New Business

None

VI. Adjournment

The meeting adjourned at 4:45 p.m.

## Council Members:

The member allocation list presented on page 2075 of Council Documents has minor errors, none of which involve the numbers of representatives. A corrected list is presented here for your records.

Paul Westmeyer, Secretary

Council Representatives for 1998-99  
Program

	Students	% of Total	Council Members
<b>College of Business</b>			
MBA	355	17.14	2
MS, Accounting	34	1.64	1
MBA, International Business	26	1.26	1
MS, Management of Technology	38	1.83	1
Master of Taxation	12	0.58	1
Student Representative			1
Total	465	22.45	7
<b>College of Fine Arts and Humanities</b>			
MFA	24	1.16	1
MA, Architecture	8	0.39	1
MA, Art History	8	0.39	1
MA, English	60	2.90	1
MA, Spanish	32	1.55	1
Master of Music	27	1.30	1
Student Representative			1
Total	159	7.68	7
<b>College of Sciences and Engineering</b>			
MS, Chemistry	18	0.87	1
MS, Biology	80	3.86	1
MS, Computer Science & Systems Design	43	2.08	1
MS, Mathematics	46	2.22	1
MS, Biotechnology	39	1.88	1
MS, Geology	18	0.87	1
MS, Civil engineering	48	2.33	1
MS, Mechanical Engineering	18	0.87	1
MS, Electrical Engineering	43	2.08	1
MS, Environmental Sciences	59	2.85	1
PhD, Biology	23	1.11	1
PhD, Computer Science	12	0.58	1
Student Representative			1
Total	447	21.58	13
<b>College of Social and Behavioral Sciences</b>			
MA, Anthropology	41	1.98	1
MA, Bicultural-Bilingual Studies	93	4.49	1
MA, Education	640	30.90	4
MA, History	52	2.51	1
MA, Political Science	12	0.58	1
Master of Public Administration	132	6.37	1
MS, Psychology	18	0.87	1
MS, Sociology	12	0.58	1
Student Representative			1
Total	1000	48.29	12
Council Chair			1
Dean of Graduate Studies			1
Librarian			1
Total			42