

THE UNIVERSITY OF TEXAS AT SAN ANTONIO
DOCUMENTS AND PROCEEDINGS OF THE GRADUTE COUNCIL
ACTION MINUTES

ORDER OF BUSINESS

March 2, 2004

<p>Main Campus: BB3.04.08 DT, FS 2.532 3:30 p.m.</p>

Present: Mark Allen, Norma Cantu, Adria Bodour, Paul Cotae, Marcheta Evans, Victor Heller, Jack Himelblau, Palan-Rajan Kadapakkam, Kasandra Keeling, Michael Kelly, Raymond Padilla, Judith Sobre, Ram Tripathi, Olivia Yu, Howard Smith, Fred Hudson, Stephan Bach, Thomas Bylander, Pablo Vila, Jerrell Coggburn, Jose Weissman, Lila Flory-Truett and Michael Frye

Absent: R.E.W. Adams, Ron Alexander, Christopher Borman, Norma Cantu, Jan Clark, El-Kikhia, Mansour, Fathali Firoozi, James Groff, Kolleen Guy, Han Hai-Chao, Richard LeBaron, Randall Manteufel, Neil Maurer, Hugh Maynard, John McCarey, John McCray, Andrew Perez, Ted Skekel, Thomas Thomson, Armando Trujillo, Andrew Tsin, Esther Wheeler, Raj Wilson, Frances C. Kneupper, Tracey Johnston, Robert Ayoub, Carol Brochin, and David Mata

Excused: Robert Fuhman, Eugene John, and Stuart Birnbaum

Visitors: Jesse Zapata, Earle Reybold, Fred Bonner, and Dianne Rahm

I. Call to order and taking of attendance

The meeting was called to order at 3:30 PM by Jerrell Coggburn (secretary), who filled-in in Dr. Skekel's unavoidable absence.

II Approval of Minutes (Jerrell Coggburn for Ted Skekel)

Minutes from the February 3, 2004 Graduate Council meeting were approved as submitted.

III Reports

A. Council Chair (Jerrell Coggburn for Ted Skekel)

Dr. Coggburn welcomed and introduced guests: Dr. Jesse Zapata, Dean, College of Public Policy; Dr. Dianne Rahm, Chair, Department of Public Administration; Dr. Fred Bonner, Department of Counseling, Educational Psychology, Adult and Higher Education; Dr. Earle Reybold, Department of Counseling, Educational Psychology, Adult and Higher Education.

Dr. Zapata and Dr. Rahm were present to answer questions regarding the proposed Ph.D. in Public Administration; Dr. Bonner and Dr. Reybold were present to answer questions related to the proposed AHE Certificate of Professional Development.

B. Interim Dean of Graduate Studies (Dorothy Flanagan)

No report.

C. Secretary (Jerrell Cogburn)

Dr. Cogburn presented a recommendation regarding the reapportionment of Graduate Council representatives for 2004-2005. The recommendation was approved.

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

Dr. Evans presented the committee's recommendations for two proposed programs: 1) the AHE Certificate of Professional Development, and 2) the Ph.D. in Public Administration. The committee recommended the Council approve/accept both proposals.

1) **AHE Certificate of Professional Development** : During discussion, Dr. Bonner and Dr. Reybold answered Council members questions regarding the use of adjunct faculty by the program, the ratio of full-time, tenure-track faculty to adjuncts, the proposed certificate's B-grade requirement, and the ability of students to earn both a Masters and the proposed certificate. Following discussion, Council voted to accept the recommendation to accept the proposal.

2) **Ph.D. in Public Administration**: During discussion, Dr. Zapata and Dr. Rahm answered Council members' questions regarding the number of credits required for the Ph.D. beyond those required for the Master of Public Administration (MPA) program, and the number of hours required for the degree (63) and its consistency with similar degree programs. A motion was made to amend the proposed program's required hours from 63 to 60, thereby reducing the program's elective hours from 24 to 21. The motioned was seconded, but failed to pass. The Council then proceeded to accept the committee's recommendation for approval of the program as presented.

D. Membership Committee (Jerrell Cogburn for Eugene John)

Dr. Cogburn presented a recommendation to the Council regarding a number of applications for Graduate Faculty membership. The recommendation was approved.

Dr. Cogburn also briefed members on the progress of the committee's work on the issue of Graduate Faculty membership for Research Faculty. The

committee will continue its work on the subject and hopes to have a recommendation for Council by the end of this Academic Year.

E. Committee on Graduate Program Evaluation (Victor Heller)

Dr Heller reported on the progress of the committee's extensive work on graduate program review (19 programs are being reviewed this Academic Year). Dr. Heller noted that the Department of Criminal Justice had just completed the external review phase for its Master of Science in Justice Policy program, and that the committee had met last week to discuss the external review of the Master of Arts in Spanish. He also indicated that all 19 programs scheduled for review should have their reviews completed this semester. Dr. Heller recommended that the review of the Master of Science in Mathematics degree be deferred one year; this recommendation was approved by Council.

Dr. Heller commented on the committee's efforts to create transparency and consistency in the program review process. Towards those ends, the committee is creating standardized procedures for programs to follow in the review process and attempting to use electronic means to both facilitate and open up the review process. Finally, Dr. Heller reported that the committee will be working with graduate programs and the Office of Institutional Effectiveness to identify programs' data needs for purposes of the graduate program reviews.

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

No report.

IV Unfinished Business

None.

V New Business

None.

VI Adjournment

The meeting was adjourned at 4:30 PM.