

**THE UNIVERSITY OF TEXAS AT SAN ANTONIO
DOCUMENTS AND PROCEEDINGS OF THE GRADUATE COUNCIL
ACTION MINUTES
ORDER OF BUSINESS**

March 2, 2010

**John Peace Library 4.03.12
3:30 p.m.**

Present: David Akopian, John Alexander, Kim Bilica, Rena Bizios, Norma Cantu, Michael Cepek, Andrey Chabanov, Jim Dykes, Dorothy Flannagan, Sean Guidry, Anjali Gupta, Mary Kay Houston-Vega, Myung Ko, Lance Lambert, Gregg Michel, Sharon Navarro, Joel Saegert, Rudy Sandoval, Can Saygin, Scott Sherer, Howard Smith, Ryan Sprott, Drew Steven, Heather Trepal, Ram Tripathi, Lila Truett, John Wald, Raj Wilson, Xiaohe Xu , Weining Zhang

Absent: Julie Bland, Adrian Lipscombe, Renee Nank, Anne S. Reamey, Jose Weissman, Mary Zey

Excused: Bill Cooke, Richard Hartley, Kim Kline, Don Kurtz, Fransisco Marcos-Marin, Elizabeth Murakami- Ramalho, Emeka Nwaeze, Brian Smith, Garry Sunter

Visitors:

Bridget Drinka, Chair Department of English
Linda Woodson, Graduate Advisor for MA in English

I. Call to order and taking of attendance.

Dr. Norma Cantú called the March 2, 2010 meeting of the Graduate Council to order just after 3:30 pm.

II. Approval of Minutes (Norma Cantú)

The Minutes of the February 2, 2010 meeting were approved.

III. Reports

A. Council Chair (Norma Cantú)

Dr. Cantú noted that Drs. Bridget Drinka and Linda Woodson were invited to the meeting to help with the discussion of the follow-up report for the MA and PhD in English programs. She welcomed our visitors and moved that the Bylaws be suspended for their discussion. The motion was unanimously approved.

Dr. Cantú reminded the Graduate Council of our discussion about the Test of English as a Second Language (TOEFL) and the International Test of English as a Foreign Language (IELTS) for international applicants whose first language is not English. The cutoff scores to be exempted from the English Language Assessment Program (ELAP) are higher than the scores for admission. Questions about the cutoff scores, about how to inform students admitted to graduate programs, and about English for International Students classes have been discussed by the Graduate Council. Members of ESL

Services will meet with the Administrative and Agenda Committee on March 23rd. The information learned will be discussed at our April 6th meeting.

Dr. Cantú explained that she will not be available to chair the Graduate Council next year due to her faculty development leave. She encouraged Graduate Council members interested in serving as Chair to contact Dr. Kim Kline (Nominating Committee), herself, or Dr. Jim Dykes (Secretary). She praised the Graduate Council and especially noted the fantastic staff at the Graduate School and the hard-working members of the Graduate Council committees.

B. Dean of Graduate School (Dorothy Flannagan)

No Report

C. Secretary (Jim Dykes)

After catching his breath from retrieving a forgotten flash drive, Dr. Jim Dykes projected the current list of Graduate Council members for September 2010- May 2011 (Attachment A). The 19 members who will be serving the second year of their two-year term next year are shown in white with a term of “One Year”. The 19 department programs with a term labeled “Vote” in green are electing their representatives for a two-year, September 2010- May 2012 term. Responding expeditiously to Dr. Dykes’ request for elections, Dr. Norma Guerra was elected to represent the new MA in School Psychology (Department of Educational Psychology) and Drs. Rena Bizios, Samer Dessouky, and Weining Zhang were elected to represent Biomedical Engineering, Civil Engineering, and Computer Science, respectively. Dr. Xiaohu Xu was just elected to replace Dr. Gabriel Acevedo as the representative for Sociology this Spring. Dr. Dykes emailed the Chair (Dr. Raquel Marquez) to be sure if the election was also for the next two-year term. Ginger Hernandez has asked the Colleges for the names of their student representatives (who serve one-year terms). Updated results will be presented at the March 23rd Administrative and Agenda Committee meeting and at the April 6th Graduate Council meeting. At that April 6th meeting, the Nominating Committee will present a slate of candidates for 2010 / 2011 Chair, Secretary, and Parliamentarian. The results of the election will be forwarded to the Faculty Senate. The Nominating Committee will submit a slate of members of standing committees at the May 4th meeting.

We will be moving to a new location for our last two meetings of the year. A reminder will be sent with the Agenda. We were actually scheduled to be relocated for this meeting, but Grace Fouts (UC Events Manager) and Candace Bass (with the Dean of the Libraries) juggled the calendar to help us at the last minute.

D. Committee on Graduate Programs and Courses (Xiaohu Xu)

No Report

E. Membership Committee (Scott Sherer)

Dr. Scott Sherer noted that an 8th applicant for Special Membership of the Graduate Faculty should be added to the seven applicants listed in Attachment A of the Agenda: . Dr. William Haskins was recommended to serve on a dissertation committee in Biology. All hold doctoral degrees and were approved by the committee. Dr. Xu asked about Dr.

Karl Eschbach. Dr. Sherer explained that he is still helping a doctoral student despite leaving the University. The list was unanimously approved.

Dr. Cantú commended Dr. Sherer's committee for reviewing our Bylaws with regard to Special Members of the Graduate Faculty and the review process by the Membership Committee. She had specifically charged the committee with reviewing the term of service of Special Members (currently three years) and their function (teaching graduate courses and serving on thesis / dissertation committees). Drs. Cantú and Sherer anticipate that a proposed change to the Bylaws will be presented and discussed at the April 6th meeting. In order to allow for the 30 day review period for a change to our Bylaws, the actual vote will likely be held on SurveyMonkey just following our May 4th meeting.

F. Committee on Graduate Program Evaluation (Howard Smith)

Dr. Howard Smith noted that Dr. Kim Kline was the liaison for the follow-up report for the MA and PhD programs in English (Attachment B of the Agenda). Since she was feeling under the weather, he presented her report. The original review was in March 2009 and the follow-up meeting was February 10th, 2010. Dr. Smith emphasized the need to hire more faculty especially in the critical area of Composition and Rhetoric (items 1 and 2). He pointed out the impact on item 6 (expanding curricular offerings in Composition and Rhetoric after the new faculty hires). He also highlighted the limited funding, much of which has been eaten away by tuition hikes. The program is attempting to increase funding opportunities as tuition increases. Lastly, he noted that item 8 is a concern for us all. Capping class size is based on room capacity rather than on course popularity. If the class is scheduled in a room of size 35, the cap is set at 35.

Dr. Cantú opened the floor for discussion with the guests from English. Dr. Drinka praised the process and expressed pride in the programs. There have been 9 doctoral graduates and over 100 MA graduates across the last five years. She said the reviewers noticed problems common to all of our programs (lack of space, not enough faculty, and not enough funding), but endorsed the high level of education. Dr. Gregg Michel asked about future hiring. Dr. Drinka explained that the College is under tight budget constraints next year, but the Dean is aware of the issue. As Graduate Advisor of Record, Dr. Cantú stated that the two faculty in Composition and Rhetoric were seriously taxed given the lack of hires last year. Due to the economic situation, the program may need to keep working harder with less resources and more students. Dr. Michel noted that it is hard to grow without additional resources.

G. Committee on Academic Policy and Requirements (Andrey Chabanov)

No Report

IV. Unfinished Business

Dr. Sherer's work on Special Members of the Graduate Faculty had already been discussed.

V. New Business

Dr. Cantú gave the Graduate Council a heads up about an issue being looked at by the Faculty Senate. At the last meeting, a Senator reported that her Department was

concerned about the requirement that a student be enrolled for three hours in the Summer to maintain funding. To some extent the issue is complicated by differences between programs: 1) some programs pay a stipend and the student must pay tuition and fees out of the stipend and 2) some programs pay tuition and fees plus a stipend. It is especially an issue for those departments that pay tuition and fees.

Dr. Kim Bilica asked about a central source of information. Dean Flannagan said that the HOP sets the enrollment policies for students appointed in a student position. Alternative positions (e.g.; lecturers) are available to which those rules do not apply. Dr. Sherer noted that funding from grants is similar. Dr. Bizios asked if the 3-hour requirement needed to be satisfied by taking an organized class. Some programs offer few Summer courses, but the student is actively engaged in research. Dean Flannagan explained that the 3-hour requirement could be satisfied by Independent Study or research hours as well as by course work. Dr. Zhang noted that the requirement was not enforced last year, but was enforced this year. He asked about the inconsistency and the rationale. Dean Flannagan explained that the task had been moved to the Graduate School this year, but that the HOP policies remained the same. She is not aware of previous compliance with the HOP, but her staff does not have the authority to override the HOP. Several members noted differences between Summer and long semesters and between Doctoral and Masters students. Dr. Cantú suggested that the Graduate Council might want to consider the issue next year.

VI. Adjournment

The meeting adjourned at 4:07.

Attachment A

Index	College	Department	Term	Term	2010 Representative	Substitute
1	Architecture	Architecture	Vote	SEP 2010- MAY 2012		
2	Business	Accounting	Vote	SEP 2010- MAY 2012		
3		Economics	Vote	SEP 2010- MAY 2012		
4		Finance	One Year	SEP 2010- MAY 2011	John Wald	Karan Bhanot
5		Information Systems & Technology Management	One Year	SEP 2010- MAY 2011	Myung Ko	
6		Management	One Year	SEP 2010- MAY 2011	Rudy Sandoval	
7		Management Science and Statistics	Vote	SEP 2010- MAY 2012		
8		Marketing	One Year	SEP 2010- MAY 2011	Joel Saegert	Ashok Lalwani
9	CoEHD	Bicultural-Bilingual Studies	Vote	SEP 2010- MAY 2012		
10		Counseling	One Year	SEP 2010- MAY 2011	Heather Trepal	Larry Golden
11		Educational Leadership and Policy Studies	One Year	SEP 2010- MAY 2011	Elizabeth Murakami-Ramalho	(replaced Felecia Briscoe)
12		Educational Psychology (New Program)	Vote	SEP 2010- MAY 2012	Norma Guerra	
13		Health and Kinesiology	Vote	SEP 2010- MAY 2012		
14		Interdisciplinary Learning and Teaching	One Year	SEP 2010- MAY 2011	Kim Bilica	Chris Moseley
15	Engineering	Biomedical Engineering	Vote	SEP 2010- MAY 2012	Rena Bizios	
16		Civil Engineering	Vote	SEP 2010- MAY 2012	Samer Dessouky	
17		Electrical and Computer Engineering	One Year	SEP 2010- MAY 2011	David Akopian	
18		Mechanical Engineering	One Year	SEP 2010- MAY 2011	Can Saygin	
19	CoLFA	Anthropology	Vote	SEP 2010- MAY 2012		
20		Art and Art History	One Year	SEP 2010- MAY 2011	Scott Sherer	
21		Communication	One Year	SEP 2010- MAY 2011	Kim Kline	Paul LeBlanc
22		English	Vote	SEP 2010- MAY 2012		
23		History	One Year	SEP 2010- MAY 2011	Greg Michel	Catherine Nolan-Ferrell
24		Modern Languages and Literatures	One Year	SEP 2010- MAY 2011	Francisco Marcos-Marin	
25		Music	Vote	SEP 2010- MAY 2012		
26		Political Science and Geography	One Year	SEP 2010- MAY 2011	Sharon Navarro	
27		Psychology	Vote	SEP 2010- MAY 2012		
28		Sociology	Vote	SEP 2010- MAY 2012	I assume Xiaohe Xu, ...	
29	CoPP	Criminal Justice	Vote	SEP 2010- MAY 2012		
30		Demography and Organization Studies	One Year	SEP 2010- MAY 2011	Mary Zey	Johnelle Sparks
31		Public Administration	Vote	SEP 2010- MAY 2012		
32		Social Work	One Year	SEP 2010- MAY 2011	Mary Kay Houston-Vega	Jolyn Mikow
33	Sciences	Biology	One Year	SEP 2010- MAY 2011	Garry Sunter	
34		Chemistry	One Year	SEP 2010- MAY 2011	Don Kurtz	Walter Ermler
35		Computer Science	Vote	SEP 2010- MAY 2012	Weining Zhang	Qi Tian
36		Geological Sciences	Vote	SEP 2010- MAY 2012		
37		Mathematics	Vote	SEP 2010- MAY 2012		
38		Physics and Astronomy	One Year	SEP 2010- MAY 2011	Andrey Chabanov	Rafael Lopez-Mobilia
39	Architecture	Student Representatives elected annually	Vote	SEP 2010- MAY 2011		
40	Business	Student Representatives elected annually	Vote	SEP 2010- MAY 2011		
41	CoEHD	Student Representatives elected annually	Vote	SEP 2010- MAY 2011		
42	Engineering	Student Representatives elected annually	Vote	SEP 2010- MAY 2011		
43	CoLFA	Student Representatives elected annually	Vote	SEP 2010- MAY 2011		
44	CoPP	Student Representatives elected annually	Vote	SEP 2010- MAY 2011		
45	Sciences	Student Representatives elected annually	Vote	SEP 2010- MAY 2011		