

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

May 6, 2003

Room 4.03.08
John Peace Library
3:30 p.m.

The seventh meeting of the Graduate Council for the 2002-2003 academic year was held in room 4.03.08 JPL, on May 6, 2003.

Present: Stephen Bach, Stuart Birnbaum, Christopher Borman, Thomas Bylander, Dorothy Flannagan, Roberr Fuhrman, Larry Golden, Vic Heller, Jack Himelblau, Palani-Rajan Kadapakkam, Ray Padilla, Dibs Sarkar, Howard Smith, Judith Sobre, Tom Thomson, Claudia Tovar-Ortiz, Lila Truett-Flory and Pablo Vila

Absent: Mark Alford, Leroy Alloway, Ablam A. Apedjhoun, Jacob Castellano, Glenn Dietrich, Mansour El-Kikhia, Fathali Firoozi, William Francis, Michael Gilbert, Kollen Guy, Fred Hudson, Michael Kelly, Richard LeBaron, Neil Maurer, High Maynard, James McDonald, John McCray, Bill Mullen, Wanira Oliveira, Andrew Perez, Nestor Sanchez, Teressa Skeete, Ted Skekel, David Thompson, Armando Trujillo, Andrew Tsin, Diane Walz, Jose Weissmann, Esther Wheeler and Kenneth Wunderlich

Excused: Kasandra Kelling, James McDonald, Eugene John, Nandini Kannan

- I. The meeting was not called to order due to a lack of a quorum.
- II The minutes from the March 4, 2003 will be approved at the September 2003 meeting.
- III Reports
 - A. Council Chair (Victor Heller) No report
 - B. Dean of Graduate Studies (Dorothy Flannagan) reported that the Coordinating Board Site Visit for the proposed Ph.D. in Cell and Molecular Biology degree program went very well. The reviewers will present their report to the Coordinating Board. The proposed program should be considered for approval by The Coordinating Board in July.

Dr. Flannagan raised two issues. The first issue concerns the number of research hours that students take per semester. Dr. Flannagan recommended that they be limited to 9 or 12 hours per semester and that they be incorporated into the Graduate Catalog as well as in the pending doctoral programs. The second issue concerns the changes needed in the application deadline for summer because of the new minimester which starts May 12. Dr. Flannagan suggested that the

deadline for summer applications be staggered. April 1 for the minimester, May 1 for the full summer and A and June 1 for the Summer B.

- C. Secretary (Diane Walz) . No report
- D. Committee on Graduate Programs and Courses. Committee chair, Dr. Robert Fuhrman raised several issues: 1) summer deadlines and does one deadline fit all programs; 2) transcripts and incomplete files—the SACS accreditation requires that a student must have an official transcript on files before registering for classes; 3) IELTS is starting to be used instead of the TEOFL for certain programs—undergraduate admissions is already accepting it; 4) Dr. Fuhrman recommends establishing a subcommittee to address the issue of on-line courses;

Dr. Fuhrman presented the Executive Summary for the proposed doctoral degree program in Chemistry was distributed. Dr. Fuhrman commented on the overall program requirements outlined in the proposal and explained the three item summarized in the handout. There was some discussion regarding the issued of demand for the program and recruitment of minority students. All concerns were addressed to the satisfaction of the Council Members present. The program will be voted on through an email ballot. (Attachment A)

- E. Membership Committee.
Dr. Stephan Bach presented the membership list in the absence of Dr. Eugene John. Membership list will be included in the email ballot.
- F. Committee on Graduate Program Evaluation (Dr. Victor Heller)
No report
- G. Committee on Academic Policy and Requirements .
No report

IV Unfinished Business

Dr. Flannagan reported that the two doctoral programs currently before the Coordinating Board (Cell and Molecular Biology and Environmental Science and Engineering) should go before the Board for a vote this summer.

V New Business

A question was raised concerning whether faculty with administrative appointments should serve on the Graduate Council. Members felt that faculty governance needs to be strengthened and that there may be a need to change the Bylaws to reflect that faculty with administrative appointments (department chairs, associate deans, etc.) should not be members of the Graduate Council.

- I The meeting was adjourned at 4:30p.m.

Attachment A

Doctoral Degree Program in Chemistry**Department of Chemistry, College of Sciences****Executive Summary**

The Committee received the Ph.D. program proposal from the Chemistry Department on April 1 and met on April 9 to discuss the merits of the proposal. On April 14 the Committee Chair met with Dean Flannagan, Dr. Judith Walmsley and two other representatives of the Chemistry Department to discuss the Committee's preliminary feedback. The Committee received a revision of the proposal on April 25 and voted (via email) on May 1 to recommend approval of the proposal.

The Committee recommends approval of the proposed degree program for the following reasons:

- 1. The proposed program would promote interdisciplinary collaborations between the departments of Chemistry and Biology and offer new and unique opportunities for faculty grant development. This would enhance the national reputation of UTSA as a center for research in technology and the sciences and move UTSA toward its more general, long-term goal of establishing itself as a level 1 research institution.**
- 2. The proposed program would be the first Chemistry Ph.D. program in South Texas and students from other schools in the region would be attracted to the program. In addition, minority students in the region would be given the opportunity to acquire strong science and technical skills that they could not afford to pursue otherwise. This would help Texas move closer towards its goal of increasing the number of students in the state who pursue and obtain graduate degrees in the sciences and technology.**
- 3. The proposed program would offer students an opportunity to develop a career in chemistry and enable them to pursue specializations in chemistry that interface with biology, biotechnology, biomedical, enzymology, and bioengineering. These specializations have grown rapidly in importance over the past decade and graduates of the program would help fill the leadership and employment needs of local, state, and national research institutions and private companies. It would also encourage additional organizations and businesses to move to the South Texas region as a consequence of the highly trained students that would be made more readily available.**

September 23, 2002

PROPOSAL
to amend Graduate Council bylaws
[proposed changes are in *italics*]

ARTICLE III**MEMBERSHIP ON THE GRADUATE COUNCIL**

3. Elections

a. Election of faculty members to the Graduate Council shall be by vote of the Members of the Graduate Faculty of the individual Graduate Program Committees and shall be completed prior to the April meeting of the Council *for established programs. For new programs, the vote shall be conducted as soon as reasonably possible after the program implementation.* The Secretary of the Council will arrange the administrative procedures for the election and will conduct the election in each of the Graduate Program Committees. The Secretary will also recommend to the Council prior to the time of election reapportionment of the faculty seats on the Council for each of the Graduate Program Committees based on the graduate enrollment in the degree programs as provided in these Bylaws. New members shall take office on September 1 *for established programs. For new programs, members shall take office when the results of their elections are communicated to the Secretary of the Graduate Council.*

b. Election of student members shall be conducted by the Deans of the Colleges according to the procedures established by the Members of the Graduate Faculty of the College. The Dean shall report the name of the student elected no later than the April meeting of the Graduate Council.