

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

**May 2, 2006**

**John Peace Library 4.03.08**

**3:30 p.m.**

**Present:**

Sos Agaian, Lorenzo Brancaleon, Liao Chen, Youn-Min Chou, Beth Durodoye, Alan Dutton, Jim Dykes, Dorothy Flannagan, Richard French, Matthew Grunstra, Hai-Chao Han, Hyunsoo Han, Jack Himelblau, Daniel Hogenauer, Fred Hudson, Eugene John, Victoria Jones, Ken Little, Debbie Lopez, Grant Merrill, Lalatendu Misra, Wing Chung Ng, David Romero, Francine Romero, Ted Skekel, Judith Sobre, Thankam Sunil, Armando Trujillo, Raydel Tullous, John Warren, Kenton Wilkinson, Charlie Wilson, Linda Winterbottom

**Absent:**

Diana Allan, Bruce Barnett, Stuart Birnbaum, Thomas Bylander, Blanche Desjean-Perrotta, Luidmila Dunaeva, Matthew Gdovin, Dmitry Gokhman, Larry Golden, Neal Guentzel, Alan Harmon, Rick Hatfield, Don Lien, John McCarrey, Cynthia McCluskey, Parimal Patel, Anuradha Roy, William Shaw, L'Nea Stewart, Weining Zhang

**Excused:**

Daren Daugaard, Thelma Duffey, Lila Flory-Truett, Michael T. Frye, Rosalind Horowitz, Mary Houston-Vega, Laura Levi, Josephine Mendez-Negrete, Jeanne Reesman, Earle Reybold, Jon Thompson

**Visitors:**

Ron Bagley (Professor of Mechanical Engineering)  
Kent Rush (Chair, Department of Art and Art History)  
Sue Ann Pemberton-Haugh (Assistant Professor of Architecture and Graduate Program  
Evaluation Committee member)  
Paul Westmeyer (Associate Dean for Graduate Studies College of Education and Human  
Development)

**I. Call to order and taking of attendance.**

The May 2, 2006 meeting of the Graduate Council was called to order at 3:36 pm.

**II. Approval of Minutes (Ted Skekel)**

The Minutes of the April 4, 2006 meeting of the Graduate Council were approved.

### III. Reports

#### A. Council Chair (Ted Skekel)

Dr. Ted Skekel reminded the Graduate Council that the PhD in Interdisciplinary Theory and Practice proposal had been approved at the April 4<sup>th</sup> meeting with the suggestion that the Department consider clarifying the name of the program. Consistent with that recommendation, Dr. Skekel reported that the Department had renamed the proposed program "PhD in Interdisciplinary Learning & Teaching".

#### B. Dean of Graduate School (Dorothy Flannagan)

Dean Dorothy Flannagan provided updates on two initiatives: a) research compliance and b) retention and graduation rates. The doctoral program chairs had met about research compliance training. Their recommendation has been forwarded to Vice President for Research Robert Gracy. Dean Flannagan expects a training module to be in place for Fall 2006 and for the committee to meet again in the Fall. The committee on graduate retention and graduation has also met and is in the process of collecting data. They will meet again this summer. She thanked the members of both committees for their service.

#### C. Secretary (Jim Dykes)

Dr. Jim Dykes was grateful to the Department Chairs for holding the elections for Graduate Council representatives at such a busy time of the semester. He presented the list of Graduate Council representatives for the 2006 / 2007 academic year (Attachment A). Representatives to the 2006 / 2007 Graduate Council are by program, but all will serve for one year. Representatives to the 2007 / 2008 and subsequent Graduate Councils will be by Department. The members elected by Department for 2007 / 2008 will begin staggered one-year and two-year terms. Having five graduate programs, the Department of Biology is entitled to five representatives next year. On the other hand, they may choose to let their current three Graduate Council members represent all of their programs during the 2006 / 2007 transition year.

#### D. Committee on Graduate Programs and Courses (Fred Hudson)

Dr. Skekel moved to suspend the Bylaws so that Dr. Ron Bagley could answer questions about the PhD in Mechanical Engineering proposal. Similarly, he moved to suspend the Bylaws so that Dr. Sue Ann Pemberton-Haugh could present the one-year follow-up report on the Master of Fine Arts program. He also moved to allow Drs. Kent Rush and Paul Westmeyer to answer questions about the one-year follow-up reports on the Master of Fine Art and MA in Education programs, respectively. All three motions were approved.

Dr. Fred Hudson described his recommendation of the PhD in Mechanical Engineering proposal (Attachment A of the Agenda) using a PowerPoint presentation. He explained that the recent growth in manufacturing, nanotechnology, and biotechnology has produced a need in Texas for individuals with doctoral training in energy systems, manufacturing, automation, advanced control, and biomedical devices. In addition, San Antonio specifically needs individuals with expertise in security and response applications and in biomedical research. The proposal is designed to meet those needs by providing training in Thermal and Fluid Systems, Mechanical Systems and Design /

Manufacturing, and Mechanics and Materials. The proposed program does not duplicate any existing doctoral program in Texas. He noted that 62% of a sample of 106 current UTSA mechanical engineering majors expressed an interest in pursuing doctoral training. The proposed program would also recruit students from San Antonio businesses and organizations.

Dr. Hudson described the proposed curriculum of 60 hours beyond the MS. That would include 30 hours of organized coursework: nine hours of core courses, 15 hours of designated electives, and six hours of electives (which may include Computer Science or Electrical Engineering). In addition, six hours of doctoral research seminar and 24 hours of dissertation would be required.

There are currently 13 tenured and tenure-track faculty in the Department of Mechanical Engineering and an additional three faculty are expected to be added by Fall 2007. Five new faculty would be added across the first five years of the program. He emphasized that the faculty currently have over \$1,100,000 per year from federal funding, mainly for student support. He estimated that the program would start with eight students the first year (six full-time and 2 part-time students) and would grow to a cumulative head count of 16 by year 5. Projected revenues include about \$507,029 in formula funding, \$5,500,000 in federal funding, \$11,000 in existing College fees, and \$1,800,000 in reallocated university resources. The high-quality program is expected to be self-supporting by its fifth year.

Ms. Linda Winterbottom asked about the number of fellowships. Dr. Bagley estimated that there would be about four to six per year with the Dean allocating about \$150,000 per year until formula funding would take over. He also noted that the main focus would be to link students to faculty with federal grants. In response to a question by Dr. Skekel, he explained that teaching assistantships would be available to both MS and PhD students. Dr. Eugene John asked about new faculty and Dr. Bagley estimated that one new faculty member would be added per year during the first five years of the program. Dr. Lalatendu Misra asked about the current ratio of part-time to full-time students in the MS program. Dr. Bagley estimated the ratio to be close to 50:50 with slightly more part-time students. In response to a follow-up question about the target for doctoral applicants, he noted that they expected to keep a number of their best MS students (some of whom currently go to A&M, Berkeley, and MIT), but that they also expect to recruit nationally. They both agreed that it was wise to cast a wide net. In response to a question by Dr. Grant Merrill about the national demand, Dr. Hudson explained that not enough PhDs in Mechanical Engineering are graduating to replace the baby boomers.

The proposal was unanimously approved.

**E. Membership Committee (Jon Thompson)**

No report.

#### **F. Committee on Graduate Program Evaluation (Debbie Lopez)**

Dr. Skekel explained that the review of the MS in Civil Engineering program was still in progress and would be postponed until the September meeting. Dr. Debbie Lopez and her committee members presented three one-year follow-up reports and one program review.

Dr. Sue Ann Pemberton-Haugh presented the one-year follow-up for the Master of Fine Arts program (Attachment B). In terms of Faculty, she reported that the faculty are very competent, but over extended. New hires have helped with the ratio of adjunct to full-time faculty and the faculty to student ratio required to maintain accreditation. The adjustment to a 3/2 teaching load has also helped. She noted that the program is one of only four accredited programs in the state and reported progress in terms of broadening the focus on the art of Mexico and Latin America and reducing the redundancy in the Visiting Artist Seminar. She noted accolades for the Blue Star Satellite Space in particular and, while crowded, indicated that the facilities were good to excellent. The acquisition of more space (especially downtown) is being explored and new computer facilities and labs are helping digital art. The curtain dividers are now flame resistant. The Blue Star is now totally funded by the Provost's office. Endowments for permanent scholarships are being sought. That would especially help first year students, since they need 18 graduate credit hours before they can teach. Many students receive graduate assistantships that help both the students and the Department, although the outside reviewers recommended that some of those jobs should be filled by full-time staff. Her report concluded that "The MFA program is performing well and has great potential."

Dr. Grant Merrill presented the one-year follow-up for the MA in Education (Attachment C). His report was based on the program self-study (January 2003), the external review (April 2004), and interviewing Drs. Paul Westmeyer, Barbara Gonzales- Pino, and Mari Cortez. The outside reviewers recommended evaluating the core courses, considering a comprehensive exam (based on knowledge acquired in the core courses) for all students, improving student advising, and increasing the use of databases. Both the number of advisors and the use of databases to track students have increased. After serious consideration, the program concluded that a comprehensive examination was not appropriate for all students. There was agreement that the program should be provided with greater resources. Dr. Merrill concluded that the program had carefully considered and addressed the outside recommendations.

Dr. Lalatendu Misra presented the one-year follow-up of the MS in Mechanical Engineering program (Attachment B of the Agenda). He focused on the first three of 10 recommendations by the outside reviewers and stated that points 4- 10 were not major. In terms of moving from an MS to a PhD program, Dr. Misra noted the proposed PhD program (see above), the expectation of new hires, and changes in the work load policy. With regard to lab space (especially for untenured assistant professors), he noted the increase in lab space with the opening of the BSE building. The third concern of the outside reviewers concerned the amount of service required of untenured faculty and specifically suggested that no untenured faculty should be GAR. The current GAR is untenured, but does have a course release. Dr. Dan Hogenauer questioned the

committee's agreement with the outside reviewers' recommendation about the GAR. Dr. Hai-Chao Han noted that the course reduction was a help in terms of the overall concern about service. Dean Flannagan said that the Chair is sensitive to the importance of service not impeding progress toward tenure. Dr. Skekel explained that Graduate Council Bylaws require the GAR to be a member of the Graduate Faculty, but do not include a rank restriction. Dr. Armando Trujillo reminded the Graduate Council that the position of GAR is an administrative appointment made by the Chair. Dr. Hogenauer and Ms. Winterbottom stated that they were not in favor of restricting the GAR appointments to tenured faculty.

Dr. Debbie Lopez presented the final report of the MA in Bicultural Bilingual Studies program (Attachment C in the Agenda, incorrectly listed as the second Attachment B by the Secretary). Dr. Lopez noted that the comments of the outside reviewers were in agreement with the program self-assessment. For instance, both recommended that the students gain more practical, field-based experiences. While the concentrations are well designed, the outside reviewers suggested: a) offering more electives, b) providing more options for end-of-program requirements, c) considering a stand-alone MA in TESOL, and d) providing more courses taught by regular (not adjunct) faculty. Both the outside reviewers and the self-assessment indicated that more faculty were needed to meet these objectives. Dr. Lopez also noted that the facilities are excellent. Her final report was unanimously accepted.

Dr. Lopez reminded the Graduate Faculty that the one-year follow-up of the MA in Art History was presented at the April 4<sup>th</sup> meeting of the Graduate Council. The report prepared on March 14<sup>th</sup> (Attachment D of the April 4<sup>th</sup> Agenda) was revised on April 3<sup>rd</sup> to reflect a commitment by the Dean to add two faculty lines (Attachment B of the April 4<sup>th</sup> Minutes). At the meeting, the Graduate Council learned that one faculty member had been denied tenure and that a number of the applicants for the curator position were not art historians. As a result, the Graduate Council passed a resolution specifying that the MA in Art History program needs a minimum of four, sustained faculty lines (Attachment C of the April 4<sup>th</sup> Minutes). The one-year follow-up report was also modified on April 7<sup>th</sup> to reflect the new information (Attachment D of these Minutes).

#### **G. Committee on Academic Policy and Requirements (David Romero)**

Dr. David Romero reported that his committee had reviewed the Graduate Catalog copy and found no major changes. Typical changes included new concentrations and revised GRE requirements. As recommended, the Graduate Catalog was unanimously approved.

Dr. Romero reminded the Graduate Council that his committee had proposed a modification to the Bylaws concerning representation of graduate programs not housed under a single department (Attachment F of the April 4<sup>th</sup> Agenda). The proposal indicates that such a program has a choice (the program "may petition") and requires approval by the Graduate Council. He noted that we could not vote on the proposal at the meeting since 30 days had not passed since presenting the proposal. Dr. Dykes was instructed by Dr. Skekel to set up a ballot on SurveyMonkey to start on Thursday May 11<sup>th</sup> and to remain open for a week. Dr. Hogenauer asked if there was still a crack in

which a program might be left with no representative. For instance, in the future a new graduate program might be housed in two departments neither of which had a stand-alone graduate program. The program would petition to the Graduate Council for a representative. Should the Graduate Council decline the request, the program would be left without a representative. Dr. Romero explained that the proposal would not preclude that scenario. Dr. Skekel recommended that we hold the election on the proposal in the current form instead of waiting the additional 30 required for consideration of changes to the Bylaws. If the current proposal passes, then the issue could be revisited in the Fall.

**IV. Unfinished Business**

None.

**V. New Business**

None.

**VI. Adjournment**

The meeting was adjourned at 4:36 pm.

## Attachment A

PROGRAM	GC Members 2006 / 2007	Replacement	
<b>ARCHITECTURE</b>			
Masters in Architecture	new Vincent Canizaro		0
MS - Architecture	(1) Mahesh Senagala		
<b>BUSINESS</b>			
MA-Economics	new Lila J. Flory-Truett	No runner-up	
MBA-All Concentrations	new Rajan Kadappakkam	Mark Leung	
	new Raydel Tullous		0
MBA-International Business	new Su Zhou	Sonia Monga	
MS-Accounting All Tracks	new Ted Skekel	Gary Bridges	
MS-Finance	(1) Lalatendu Misra		
MS-Information Technology	(1) John Warren		
MS-Management of Technology	new Fred Hudson		0
MS-Statistics	(1) Jerry Keating		
PH D Business Admn-All	(1) Rick Hatfield		
PhD in Applied Statistics	new Ram Tripathi	No runner-up	
<b>EDUCATION AND HUMAN DEVELOPMENT</b>			
ED D-Educational Leadership	(1) Bruce Barnett		
MA-Adult & Higher Education	(1) Earle Reybold		
MA-BBL All	(1) Josephine Méndez-Negrete		
MA-Counseling	(1) Larry Golden		
	new Shane Haberstroh		0
MA-EDU All	new Mari Cortez	Misty Sailors	
	new Kim Bilica		0
PH D-Culture Literacy & Lang	new Maria Franquiz	None	
PH D-Counselor Edu-Supervision	(1) Thelma Duffey		
<b>ENGINEERING</b>			
MS-Civil Engineering	new Dan Hogenauer		0
MS-Computer Engineering	(1) Parimal Patel		
MS-Electrical Engineering	new David Akopian	C J Qian	
MS-Mechanical Engineering	(1) Darren Daugaard		
PH D - Biomedical Engineering	(1) Hai-Chao Han		
PH D- Electrical Engineering	(1) Sos Agaian		
<b>PUBLIC POLICY</b>			
MPA-Public Administration	new Francine Romero	Ruben Martinez	
MS-Justice Policy	new John McCluskey	Pete Blair	
MSW-Social Work	(1) Mary Kay Houston-Vega		
PhD in Applied Demography	new Mary Zey	No runner-up	