

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

**November 2, 2004**

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

**Present:** Steve Amberg, Aimee Beckett, Stuart Birnbaum, Adria Bodour, Stephen Brown, Thomas Bylander, Youn-Min Chou, Jan Clark, Paul Cotae, James Dykes, Dorothy Flannagan, Juanita Firestone, Lila J. Flory-Truett, Larry Golden, James Groff, Daniel Hogenauer, Fred Hudson, Hyunsoo Han, Eugene John, Palani-Rajan Kadapakkam, Kasandra Keeling, Michael Kelly, Laura Levi, Debbie Lopez, Randall Manteufel, Raquel Marquez, Neil Maurer, Bill Mullen, Francine Romero, Alan Shoho, Ted Skekel, Judith Sobré, Raydel Tullous, Mary Zey, Robert Ayoub.

**Absent:** Jim Bower, Blanche Desjean-Perrotta, Neal Guentzel, Hai-Chao Han, Jack Himelblau, Michael Karcher, Don Lien, Hugh Maynard, John McCarrey, Cynthia McCluskey, James Schneider, Howard Smith, Jon Thompson, Armando Trujillo, Esther Wheeler, Raj Wilson, Shawn Crawford, Sandra Guerrero, Jamal Rhabbane, Teresa Skeete, Sam Slocum, Lorraine Trevino.

**Excused:** Tina Lowrey.

**Visitors:** Robert M. Baron, School of Architecture

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

The November 2, 2004 meeting of the Graduate Council was called to order at 3:36 pm.

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

The minutes of the October 5, 2004 meeting were amended to reflect the excused absences of Drs. Tina Lowry and Rosalind Horowitz. As amended, the minutes were unanimously approved.

**III. Reports**

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

Dr. Ted Skekel noted that it takes time for new members of the Graduate Council to learn committee structures and procedures. He wants us to look into ways to immediately involve the graduate student representatives in the work of the Graduate Council in order to help them with the learning curve. For instance,

there might be a specific mechanism to provide them with an overview of the committee structure and responsibilities.

Dr. Ted Skekel introduced Dr. Bob Baron to the Graduate Council. Dr. Baron is Associate Dean of the School of Architecture and is both the Graduate Advisor of Record and the Coordinator of the Master of Architecture program. He was unanimously invited to provide the Graduate Council with information about the Master of Science in Architecture proposal that was part of Dr. Fred Hudson's report (see below).

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

Dr. Dorothy Flannagan briefed the Graduate Council on two aspects of the October meeting of the Coordinating Board. First, they approved our PhD in Chemistry program. It is to be implemented in Fall 2005. The Coordinating Board also published the second part of their study of Doctoral programs in Texas. The full text is available at:

<http://www.theccb.state.tx.us/UHRI/DocStudy093004draft.pdf>

The goal of the Coordinating Board is to learn more about the Doctoral programs implemented in Texas in the last 10 years and to modify the review process for future programs. In summary, the Coordinating Board wants to be provided with more information and "tighten things up a bit". While Dr. Flannagan thinks the Coordinating Board has a generally positive attitude toward UTSA with respect to Doctoral programs, we will need to be accountable in terms of student retention, students graduating on a timely basis, and students finding jobs in order to be awarded new Doctoral programs and maintain our current programs. Specific areas of interest to the Coordinating Board include number of degrees awarded; graduation and attrition rates; average time to degree; percentage employed in the field; number of core faculty; teaching loads; peer reviewed publications; grant dollars; percentage of full-time graduate students; percentage of graduate students with fellowships or assistantships; and full-time student equivalent in proposed programs. Not all of the information is available from Institutional Effectiveness. Some information will need to be supplied by Program chairs and Associate Deans. For instance, the program will need to keep track of student employment after graduation.

**C. Secretary (Jim Dykes)**

Dr. Jim Dykes noted that Dr. Youn-Min Chou was elected as the representative for the Master of Science in Applied Mathematics and Industrial Mathematics. Dr. Amie Beckett will serve for Dr. Rosalind Horowitz for the remainder of the Fall due to a class conflict and Dr. Alan Shoho will replace Dr. Raymond Padilla in the Spring due to a class conflict. Members of the Graduate Council on non-Windows platforms may wish to receive the agenda, minutes, and attachments in either a PDF or html format instead of a Word document. Any member who wishes to receive PDF or html format mailings should contact Dr. Dykes at [james.dykes@utsa.edu](mailto:james.dykes@utsa.edu).

**D. Committee on Academic Policy and Requirements (Stephen Brown)**

Dr. Stephen Brown reported that his committee recommended approving the proposal by the Ed.D. in Educational Leadership program to reduce the residency requirements from 9 hours per semester to 6 hours per semester. He noted that many of the students taking 6 hours are already being mentored by professionals in the field. Dr. Brown also noted that the recommended 6 hours of residency applied to the program and not to scholarship requirements. In response to a question from Dr. Palani-Rajan Kadapakkam about the ideal number of hours to establish residency, it was noted that many prestigious PhD programs are moving to the 6 hour rule. The Graduate Council unanimously approved the proposal.

**E. Committee on Graduate Programs and Courses (Fred Hudson)**

Dr. Fred Hudson distributed an executive summary of the Master of Science in Architecture proposal (see attachment A). He also described the proposal in a PowerPoint presentation. In addition to the points in the executive summary, Dr. Hudson noted that only Texas A&M and Texas Tech currently have Master of Science programs in Architecture. Consequently, the proposed program would bring new students to UTSA and would complement the current Master of Architecture program. His committee recommended approval of the proposed Master of Science program in Architecture.

Much of the discussion involved Graduate Council members asking Dr. Bob Baron for information. Dr. Judith Sobre asked about the courses to be offered in the proposed program. Dr. Baron explained that most of the core courses in the Master of Architecture program would also count in the Master of Science program in order to provide the fundamental knowledge. The Master of Science students would not take the studio courses in the Master of Architecture program, but would do further research in a specific topic for their thesis. They also could take courses in related disciplines, such as the history of architecture.

Dr. Ted Skekel noted that teaching is one of the career goals of the proposed program and asked if an MS is the terminal degree for teaching in the area. Dr. Baron explained that it used to be that a Master of Architecture with accreditation was the terminal degree (especially for teaching studio courses), but that now many faculty have PhDs. The MS may be a stepping stone for professional researchers and teachers. In response to a question by Dr. Jan Clark, Dr. Baron explained that there are three career goals for the students: teaching, consulting, or research in a specialization (e.g. historical preservation). He also agreed with Dr. Clark that some of the Master of Architecture graduate may want to retool with a Master of Science degree.

Dr. Stuart Birnbaum noted that the proposal was based on faculty strengths in the School of Architecture: historic preservation, international architecture, and urbanism. He wondered if these are traditional strengths or might change with

changes in UTSA's faculty. Dr. Baron explained that historic preservation is definitely a traditional strength with two faculty and an endowed chair. Both international architecture and urbanism currently have multiple faculty and will continue to be strengths at UTSA. Dr. Birnbaum also asked about the small pool of research-oriented grad students mentioned in the "Effect of Existing Program" paragraph in the executive summary. Dr. Baron said that six to seven students had voiced a need last semester. One of them was a professional with 30 years experience.

Dr. Bill Mullen asked if there was a long term PhD plan. Dr. Baron explained that there are currently too few UTSA faculty with PhDs to propose a PhD program. On the other hand, he reminded the Graduate Council that the area is moving toward having a PhD as the terminal degree. Thus the MS program might serve as a stepping stone long term. In response to a question by Dr. Judith Sobre, Dr. Baron explained that the MS students will write a thesis.

The Graduate Council unanimously approved the Master of Science in Architecture proposal.

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

No report.

**G. Committee on Graduate Program Evaluation (Victor Heller)**

No report.

**IV. Unfinished Business**

None.

**V. New Business**

Dr. Ted Skekel charged Dr. Stephen Brown's Committee on Academic Policy and Requirements with investigating the timing of deadlines for thesis and dissertation drafts. The issue was raised by Dr. Randall Manteufel due to a student who missed the October 15<sup>th</sup> deadline for filing a thesis draft to the Graduate School by five working days. The goal is to look for ways to improve efficiency or increase manpower in order to help our students succeed. Dr. Mary Zey suggested that the number of intermediate deadlines might be reduced or eliminated so that there is a single, final deadline. Both Drs. Laura Levi and Stuart Birnbaum suggested that whatever deadlines are in place should be explained so that students realize their importance rather than just viewing them as additional hurdles. Dr. Ted Skekel suggested that interested people should contact Dr. Stephen Brown to help his committee's deliberations.

**VI. Adjournment**

The meeting was adjourned at 4:15 pm.

## ATTACHMENT A

**Master of Science in Architecture Degree Program**

School of Architecture  
The University of Texas at San Antonio

## EXECUTIVE SUMMARY

**Rationale:**

The School of Architecture is proposing the establishment of the Master of Science in Architecture degree (MS Arch) as a non-studio, post-professional research degree in a number of areas for which the School of Architecture has faculty strengths: historic preservation and international architecture and urbanism. The MS Arch program will complement our existing fully accredited Master of Architecture degree (M Arch) program. The MS Arch program will increase graduate credit hour production at no additional cost to the University by utilizing existing courses, facilities, and faculty. The program will attract new students to UTSA.

**Program Need/Demand:**

The proposed MS Arch will attract potential students not currently served by the existing M Arch program: (1) for recently graduated architects who desire to embark on a teaching/research career who need a post-professional research degree, (2) for mid-career practicing architects desiring to develop a consulting practice, (3) for non-architects who desire to enter a career in historic preservation. The MS Arch addresses the American Institute of Architects concern for providing with educational opportunities for architects to specialize.

**Effect on Existing Program:**

The MS Arch degree program will complement, not replace, the existing accredited professional degree, the M Arch degree. The MS Arch will generate additional graduate credit hours and attract students who would not enter the M Arch degree program. The MS Arch will enhance the M Arch and BS Arch program by providing a small pool of research-oriented grad students with whom the professional students can associate and made aware of research directions in architecture. The program will enhance the University's efforts to achieve research extensive status by 2015