

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

September 4, 2001

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

The first meeting of the Graduate Council for the 2001-2002 academic year was held in room 4.03.08 John Peace Library Building, September 4, 2001.

**Present:** Ron Alexander, Stephen Amberg, Stephan Bach, James Balentine, Robert Bayley, Aaron Cassill, Frances Colpitt, Ryan Craig, Glenn Deitrich, Juanita Firestone, Robert Fuhrman, Michael Gilbert, Juan Gonzalez, Noè Gonzalez, Jack Himmelblau, Rosalind Horowitz, Palani-Rajan Kadapakkam, Amir Karimi, Michael Kelly, Carole A. Leezer, Hugh Maynard, James McDonald, Bill Mullen, Chia Shih, Ted Skekel, David Thompson, Ram Tripathi, Raydel Tullous, Oscar Van Auken, Amparo Villanueva, Diane Walz, Yu Zhou, Jeanne Reesman, Dorothy Flannagan, and Deborah Armstrong

**Absent:** Sos Agaian, Mark Alford, Thomas Bylander, Larry Golden, Luis Haro, Fred Hudson, David Jaffee, Juan Mora-Torres, Alan Morris, Mary Helen Pratte, Kent Rush, Arturo Vega, Kenneth Wunderlich, and SuZhou

**Excused:** Keith Fairchild

I. Call to Order and taking of attendance.

The meeting was called to order at 3:34pm.

II. Minutes from May 3, 2001 meeting were approved as submitted

III. Reports

A. Council Chair from 2000-2001 Academic year, Deborah Armstrong, gave an overview of the year. A number of new Ph.D. and Masters level programs have been implemented. The University reorganization has affected many of our graduate programs. Dr. Armstrong praised the Council for its efforts and hard work in the past and stressed the importance of these activities, with new graduate programs under review for the current academic year.

B. Interim Dean of Graduate Studies.

- i. Dorothy Flanagan discussed the timetable of graduate programs, which are expected to come before the Committee on Graduate Programs and Courses during the current academic year (refers to Attachment A from the agenda).
- ii. Dr. Flanagan also brought up the possibility of having emphases/concentrations listed on diplomas, and this was referred to the Committee on Academic Policy and Requirements.

C. Secretary

- i. Committee Chairs were announced by Diane Walz. The Committee on Graduate Programs and Courses does not yet have a chair. Dr. Walz asked that someone on the committee step forward to accept this job. If this fails, she suggested that this matter then be referred to the Nominations Committee.
- ii. Noe Gonzales, Jr. was nominated and elected unanimously as the student representative to the UT System Graduate Advisory Council.

- iii. Dr. Walz reminded the Council members present about the reception to be held on September 6, 2001 to honor Drs. Reesman (as out-going Dean of Graduate Studies) and Flanagan (as incoming Dean of Graduate Studies). She joined the committee members in expressing their appreciation to Dr. Reesman for all of her work and efforts and in congratulating Dr. Flanagan, as we look forward to working with her.

D. Committee on Graduate Programs and Courses

- i. In the absence of a chair for this committee, Dr. Reesman discussed the Ph.D. in Biomedical Engineering and the Ph.D. in Environmental Sciences and Developmental Engineering. The Biomedical Engineering program was reviewed by the committee last spring. Some questions were identified. Memos were distributed to explain the status of the review. Dean Cheryl Schraeder presented an overview of the program, and explained how the committee's previous questions had been addressed. Dr. Reesman pointed out that the new committee needs to review the materials and make a recommendation at the next Graduate Council meeting. Dr. Walz volunteered to contact the committee members to schedule this meeting.

E. Membership Committee

- i. The recommendations of the Committee were accepted, unanimously. (2 members, 4 special members, 1 special member pending)

F. Committee on Graduate Program Evaluation

- i. Report is promised for October meeting.

G. Committee on Academic Policy and Requirements

- i. No report

H. Unfinished Business

- i. Dr. Reesman expressed her appreciation to the Graduate Council and to Dr. Flanagan. She offered some suggestions for the future:
  1. The membership process involves so much paperwork. Maybe we can make the rules more simple. One possibility: all tenure-track faculty are members.
  2. The guidelines and procedures of the Program Evaluation Committee need to be revised. If there is a step-by-step checklist of the tasks involved in an evaluation, it's possible that some of the work can be done by the Office of Graduate Studies.
  3. Can the numbers of individuals assigned to our various committees be modified to reflect the workload on the committees?
  4. We might want to consider changing the current process where the Faculty Senate elects the chair of the Graduate Council.
- ii. Ron Alexander suggested that we adopt a procedure where the previous chair of all committees convenes the first meeting of the academic year.

V. New Business – none

VI. The meeting was adjourned at 4:39pm