

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

**December 2, 2014**

**Assembly Rom  
JPL 4.04.22  
3:37-5:00 p.m.**

**Present:**

Mike Baumann, Onur Bayar, Michael Cepek, Liao Chen, Youn-Min Chou, Alberto Cordova, Gloria Crisp, Sara DeTurk, Kevin Eddy, Sonya Eddy, Jurgen Engelberth, Kevin Grant, Jeff Halley, Steven Hoffman, Eugene John, Gerald Juhnke, Donald Kurtz, Margarita Machado-Casas, Patricia McGee, Samuel Musen, Elaine Sanders, Heather Shipley, Page Smith, Johnelle Sparks, Drew Stephen, Liang Tang, Marie Tillyer, Ram Tripathi, Lila Truett, Walter Wilson Hongjie Xie

**Absent:**

Rahman Azari, Richard Armendariz, Kinitra Brooks, Anthony Escalante, Barbara McCabe, Malgorzata Oleszkiewicz-Peralba, Thalia Rodriguez, Josh Thurow, Weining Zhang

**Excused:**

Dennis Davis, Yusheng Feng, Michael McDonald, Mary Minor, Catherine Nolan-Ferrell, Rebecca Stortz,

**Visitors:**

Bruce Barnett, Mari Cortez, Kim Kline, Karen Daas

**I. Call to Order and Taking of Attendance**

The December meeting of the Graduate Council was called to order at 3:37 p.m. by the Council Chair Dr. Elaine Sanders. Dr. Sanders asked for a vote to suspend the by-laws in order to allow Dr. Bruce Barnett, Dr. Mari Cortez, Dr. Kim Kline, and Dr. Karen Daas to report on graduate issues. Motion was made by Dr. Ram Tripathi and seconded by Dr. Sara DeTurk. The motion was passed unanimously.

**II. Approval of the Minutes**

Dr. Sanders asked for a motion to approve the minutes of the November 2014 meeting as written. A motion was made by Dr. Gerald Juhnke to approve the minutes with the amendment and the motion passed unanimously.

**III. Reports**

**A. Council Chair (Elaine Sanders)**

Dr. Sanders is serving on the University Service Learning Committee and they are looking for faculty members who are engaging in service learning projects. UTSA defines service learning as a teaching and learning strategy pedagogy that

integrates meaningful community service with instruction and reflection in an academic course to enrich the student learning experience. If you are incorporating service learning in your course, contact Brian Halderman at [Brian.Halderman@utsa.edu](mailto:Brian.Halderman@utsa.edu), he is compiling the data. In the spring semester, construction will begin on UTSA Boulevard and encourages faculty to think about alternate routes to campus. An ad-hoc committee will be created to review the Bylaws and Dr. Sanders expressed the importance of having a representative from each college. The council was encouraged to see Dr. Sanders after the meeting to sign-up for the committee and the review will begin in January.

**B. Dean of the Graduate School (Page Smith)**

Dr. Smith informed the council on some early numbers for the applications that have been submitted: 1600 applications (master and doctoral) have been submitted for 2015 (includes spring, summer and fall semesters). We are down 30 master's admits from this time last year. The VIP application will continue for high performing undergraduate students and looking into customizing per college. The VIP application might be expanded to alumni. Dr. Smith also updated the council on the programs currently under development: PhD in Civil Engineering, PhD in Higher Education, MS in Business, MS in Data Analytics, Certificate in Operations and Supply Chain Management, MA in Educational Psychology, MS in Geoinformatics and PhD in Sociology. The webpage dedicated to steps to developing a new program is up. The webpage is in the beginning stage and more information will be added. Dr. Smith updated the council on a new requirement the UT System will be implementing which will require doctoral students be tracked from beginning of the program to when student enter the workforce.

**C. Secretary (Vacant)**

At the November meeting Dr. Dennis Davis was nominated for Secretary. An electronic vote was conducted and Dr. Davis was elected Secretary for the council.

**D. Committee on Graduate programs and Courses (Kevin Grant)**

Dr. Grant informed the council the committee is currently reviewing the proposal for the Certificate in Operations and Supply Chain Management and expect to be ready to present at the February meeting.

**E. Membership Committee (Michael Cepek)**

Dr. Cepek presented recommendations of Special Membership Applicants (See Attachment "C"). A motion was made by Dr. Cepek to accept the committee's recommendation and seconded by Dr. Jeff Halley. The motion was passed unanimously.

**F. Committee on Graduate Program Evaluation (Jurgen Engelberth)**

Dr. Engelberth presented the outside reviewer's report on the Educational Leadership and Interdisciplinary Learning and Teaching programs followed by council discussion. The vote of the committee served as a motion to accept the report. The motion was passed unanimously.

**G. Committee on Academic Policy and Requirements (Vacant)**

No Report.

**IV. Unfinished Business**

**V. New Business**

The discontinuation of the Security Studies certificate was placed on hold. The representative from the program was not able to attend the meeting. Dr. Kim Kline presented on the academic program review process followed by council discussion.

**VI. Adjournment**

The meeting adjourned at 5:00 p.m.