

THE UNIVERSITY OF TEXAS AT SAN ANTONIO
DOCUMENTS AND PROCEEDINGS OF THE GRADUATE COUNCIL
ACTION MINUTES
ORDER OF BUSINESS
February 7, 2017

**Assembly Room
JPL 4.04.02
3:35-4:53 pm**

Present: DeBrenna Agbenyiga, Mike Baumann, Ian Caine, Guadalupe Carmona, Michael Cepek, Fengxin Chen, Frank Chen, Alberto Cordova, Heather Edelblute, Kandyce Fernandez, Doug Frantz, Kirsten Gardner, Judy Haschenburger, Seok Kang, Myung Ko, Andrea Bautista Leon, Libby Rowe, Elaine Sanders, Corey Sparks, Boyka Stefanova, Drew Stephen, Firat Testik, Joshua Thurow, Marie Tillyer, Raydell Tullous, Victor Villarreal, Melissa Wallace, Weining Zhang

Absent: Mehdi Beyhaghi, Curtis Brewer, Kinitra Brooks, Jonathan Clark, Brian Derrick, Fathali Firoozi, Shane Haberstroh, Margarita Machado-Casas, Lucinda Nevarez, Liang Tang, Jingqi Li, Marcela Lopez

Excused: Ruyan Guo, Chris Packham, Jesus Romo

Visitors: Dr. Xu, Dr. Bartkowski (Sociology), Dr. Lloyd Pottter, Dr. Gabriela Sanchez-Soto, Dr. Giuseppina Holway, Dr. Joachim Sinelmann (Demography)

- I. Call to order and taking of attendance
The February meeting of the Graduate Council was called to order at 3:35 p.m. by Dr. Mike Baumann, Council Chair.
- II. Reports
 - A. Chair Council (**Mike Baumann**)
 - Consent Agenda
 - Approval of Minutes
Dr. Bauman extended an opportunity for members to remove items from the consent agenda for discussion. A member requested the correction of a misspelled name in the minutes. Another member requested the inclusion of a name on the attendance list. After the corrections, the consent agenda items were approved.
 - Special Membership Applicants (Attachment A)
 - Election of Representative to the Graduate Council
 - Department Reps will be elected by each department by February.
 - Three Council positions (Chair, Secretary, Parliamentarian) will be nominated by the Council members by March. The Council will hold an election in April.
 - B. Dean of Graduate School (**DeBrenna Agbenyiga**)
 - Graduate Catalog Update

The Dean mentioned that by the March Council meeting, the Graduate School will have a catalog of 2017-2019 for the Council to review. The Dean pointed out that many programs have not been properly named in the catalog. The Graduate School is working on correcting the names of the programs in the catalog.

- Graduate Enrollment (Census) Update
There were 548 newly enrolled master's students and 27 doctoral students in the spring of 2017. New applications for the PDRF and GTEP will be accepted by Feb. 24th. The Dean emphasized that the Graduate School is also supporting dissertation research with funding.
- Graduate Student Professional Development Center/Computer Lab Update
The center newly opened in November, 2016. Its hours of operation are Monday-Thursday, 8 a.m. – 7 p.m. and 8 a.m. – 5 p.m. on Friday. The center hosts many events such as mock interviews and dissertation workshops. The Dean asked for continued participation from graduate programs.
- Graduate Student and Faculty Awards
The Dean announced that the Graduate School extended the excellence awards to teaching, research, and GARs. Contact John Schaffer for more questions.

C. Special Membership Committee (**Michael Cepek**)

- Special Membership Application (Attachment B)
The revised application added examples of conflict of interest which reads, “Is there a potential conflict of interest regarding the applicant (e.g., a UTSA Ph.D. serving on a former classmate’s committee or a postdoc on grant money who serves on a committee with another member who controls his or her funding and employment)?” The new form was approved by the Council with a unanimous vote, 25 in favor, 0 opposed, and 0 abstain.

D. Secretary (**Seok Kang**)

- No report

E. Committee on Graduate Programs and Courses (**Boyka Stefanova**)

- Ph.D. in Demography-Sociality Concentration
Dr. Stefanova gave an overview of the proposal, program rationale, program goals, program curriculum and administration, justification for the new Ph.D. program, program requirements and resources, review process, and committee’s clarifications and critiques. She reported that the committee voted to recommend approval by vote of 5-0, 0 abstain.
Council members questioned funding sources, students’ choices of concentration, how to combine and integrate Sociology and Demography courses. Dr. Porter from the Demography Department answered that the program is interdisciplinary encompassing Sociology, Economics, and others. Therefore, this new Ph.D. concentration can suffice the needs from both Departments.
The committee’s recommendation stood as motion to approve. By the Council, the proposal was approved with 27 in favor, 0 opposed, and 0 abstain.

F. Committee on Graduate Program Evaluation

- No Report

G. Committee on Academic Policy & Requirements (**Seok Kang**)

- Bylaws Change (New membership)
The committee discussed the new membership category, Continuity Members. The committee deliberated on the decision that the new membership is not necessary because the membership category is already included as emeritus in the Special Members category in the current Bylaw. Out of the 7 members, the committee vote was 1 in favor, 3 opposed, and 3 abstain.

III. Unfinished Business

IV. New Business:
None

V. Adjournment

- Meeting adjourned at 4:53 p.m.