

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

ORDER OF BUSINESS
October 11, 2016

**Student Success & Professional
Development Center
GSR 1.204
3:30-5:00PM**

Present: Mike Baumann, Curtis Brewer, Ian Caine, Guadalupe Carmona, Michael Cepek, Frank Chen, Jonathan Clark, Alberto Cordova, Carolina Dominguez, Fathali Firoozi, Doug Frantz, Kirsten Gardner, Ruyan Guo, Judy Haschenburger, Myung Ko, Erin Madden, Chris Packham, ReAnna Roby, Jesus Romo, Elaine Sanders, Sue Stankus, Boyka Stefanova, Drew Stephen, Firat Testik, Joshua Thurow, Victor Villarreal, Melissa Wallace

Absent: Mehdi Beyhaghi, Kinitra Brooks, Fengxin Chen, Brian Derrick, Kandyce Fernandez, Shane Haberstroh, Margarita Machado-Casas, Lucinda Nevarez, Liang Tang, Zhang Weining

Excused: Richard Armendariz, Corey Sparks, Marie Tillyer, Ram Tripathi,

- I. Call to order and the October meeting of the Graduate Council was called to order at 3:35pm by Dr. Mike Baumann, Council Chair.
- II. Reports
 - A. Council Chair (**Mike Baumann**)
 - Consent Agenda
 - Approval of Minutes
 - Special Membership Applicants (Attachment A)
 - Dr. Baumann gave an opportunity for discussion of the consent agenda items. No Discussion. All items were approved without removal.
 - Call for Committee members
 - Spots available for Graduate Programs & Courses Committee, Policy & Requirements Committee, and Graduate Program Evaluation Committee.
 - Results of request for GRE data pull comparing on the correlation between GRE/GMAT scores and TOEFL/IELTS for international applicants.
 - Essentially, people who have to take this extra test fall in between the 13%-30% percentile, vast majority get a score that says “yes” to go into regular classes without additional required English language classes.

B. Dean of Graduate School (**DeBrenna Agbényiga**)

- Center Welcome
 - Dr. Rodriguez welcomed Graduate Council members to the new Graduate Student Professional Development Center and gave an overview of the services that would be provided to the students through the GSPDC.
 - Discussion was then brought up by various council members on the following:
 - 18 point clarification: A question was asked on why the same information was being requested of them by different individuals and why software that faculty is familiar with (i.e. People Soft, Digital Measures) could not be used instead.
 - Deadline Training: Administrative internal training was requested for staff within individual departments to better assist with the deadlines that have been set. To which Ginger Hernandez then explained to the council that there are different departments and colleges that set their own internal deadlines which the Graduate School does not set and suggested that they address their respective department/colleges.
 - Communication Channels: Concerns about the communication channel between the departments and the Graduate School was addressed by different members of the council. Clarification on the matter was given, and explained that a Memo had been sent out by Dr. Theodorea Berry, the Associate Dean of Academic Affairs & Director of Recruitment and Engagement, which points out the proper form of communication should be from the college level to the Graduate School.
 - Official Admissions Notification: It was brought up that there had been some concerns that were addressed from college to department level, on the admission announcements going to students from individual departments. Dr. Rodriguez clarified by explaining that the responsibility of notifying the student of their admission decision is designated to the Graduate School.
- Fall Census Update presented by Ginger Hernandez on behalf of Dr. Agbenyiga:
 - Highest increase in new enrollment at census date in the recent years.
- Update on Degree Proposals
 - Expect new degree proposals coming up over the next semester.
 - Certificate in Bilingual Counselling
 - Certificate in Applied Health Research
 - Certificate in Community Nutrition
 - Certificate in Health

C. Secretary (**Seok Kang**)

- No Report

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

- No Report

D. Committee on Graduate Program Evaluation

- No Report

E. Committee on Academic Policy and Requirements

- No Report

III. Unfinished Business

IV. New Business

V. Adjournment

- Motion to adjourn made by Dr. Ruyan Guo and seconded by Dr. Elaine Sanders. Meeting adjourned at 4:29.