

THE UNIVERSITY OF TEXAS AT SAN ANTONIO  
DOCUMENTS AND PROCEEDINGS OF THE GRADUATE COUNCIL  
ACTION MINUTES  
ORDER OF BUSINESS  
SEPTEMBER 6, 2016

**Assembly Room**  
**JPL 4.04.02**  
**3:36-4:39 pm**

43

**Present:** Heatham Abdul-Razaq, DeBrenna Agbenyiga, Richard Armendariz, Mike Baumann, Mehdi Beygahi, Curtis Brewer, Ian Caine, Margarita Machado-Casas, Michael Cepek, Whitney Chappell, Fengxin Chen, Jonathan Clark, Alberto Cordova, Dennis Davis, Brian Derrick, Bridget Drinka, Heather Edelblute, Yusheng Feng, Kandyce Fernandez, Fathali Firozi, Doug Frantz, Kirsten Gardner, Kevin Grant, Ruyan Guo, Shane Haberstroh, Judy Haschenburger, Seok Kang, Jingqi Li, Marcela Lopez, Lucinda Nevarez, Chris Packham, Elaine Sanders, Corey Sparks, Sue Stankus, Boyka Stefanova, Drew Stephen, Liang Tang, Firat Testik, Joshua Thurow, Marie Tillyer, Ram Tripathi, Jack Vann, Victor Villarreal, Weining Zhang

**Absent:**

**Excused:**

**Visitors:**

- I. Call to order and taking of attendance  
The September meeting of the Graduate Council was called to order at 3:36 pm by Dr. Mike Baumann, Council Chair.
  
- II. Reports
  - A. Chair Council (**Mike Baumann**)
    - Approval of Minutes  
Dr. Bauman extended an opportunity for members to remove items from the consent agenda for discussion. No one chose to remove items. The consent agenda items were approved.
  
    - Special membership applicants (Attachment A)
    - Summary of last year's activities
      - Dr. Bauman gave a brief update on the bylaws about membership category amendments. Discussion will continue this year and be officially amended by vote.
      - Dr. Bauman also reported that last year, one Ph.D., two MS/MA, and five new certificate programs were approved by the Graduate Council.
  
    - Upcoming issues

- Dr. Baumann gave a brief update on new programs, bylaw amendment, ELAP, program evaluation committee, membership committee, and graduate program and course committee.
- Dr. Bauman informed that there will be four new programs for review.
- The membership categories in the bylaws need to be discussed and voted. For example, can graduate faculty for a thesis/dissertation committee be a sole chair or co-chair?
- The English language proficiency program for international applicants needs updated standards and new guidelines for minimum scores.
- In the fall, the program evaluation committee needs to discuss a common structure issue. In the spring, the committee will need to review some graduate programs.
- All the Graduate Council committees need new members. Dr. Bauman asked Graduate Council members to join the committees.
- Dr. Bauman asked Graduate Council members that if there are questions about Concealed Carry, they can contact the faculty senate representative of their department.

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

- Summer/Fall Enrollment
  - Dr. Agbenyiga delivered numbers on graduate enrollment for this year. The numbers increased compared to last year. There were 236 new graduate students in the summer, 146 doctoral and 1072 master's students in the fall. There are over 400 applications for the spring of 2017.
- G-TAP Funds Update
  - A total of 38 graduate students were accepted for the G-TAP Funds. Doctoral programs will be informed about selection procedures of the G-TAP Funds by the Graduate School.
- Grant Writing Workshops
  - The Graduate School ran a grant writing workshop in the summer. Eighty out of over 120 applicants for the workshop participated for 8 weeks. The workshop was very successful. Two students submitted a grant application from the workshop. A certificate of completion was awarded to participants.
- Update on Center
  - The new center for graduate students' meetings, discussion, and conferences was open on the first floor of the GSR building. Teaching and learning training sessions will be offered at the center in the upcoming months.
- Student e-mail update
  - Starting in the fall of 2016, graduate students can have a permanent email with firstname.lastname@myutsa.edu. Students can still use the abc123 email account as well.
- Academic Regalia

- The Graduate School is currently in discussion with regalia companies, doctoral, and master's students about a new UTSA regalia. The new regalia will include orange and blue colors to represent UTSA.

C. Secretary (**Seok Kang**)

- No report

D. Committee on Graduate Programs and Courses

- No Report

E. Committee on Graduate Program Evaluation

- No Report

F. Committee on Academic Policy & Requirements

- No Report

G. Committee on Membership (Michael Cepek)

- On special membership applications, Dr. Cepek reported that three members (Jeffery Jackson, Jason Gagliardi, and Vonnie Jackson) were disapproved by a committee vote. The Graduate Council voted the committee decision and the result was 33 in favor, 2 opposed, and 1 abstention. So the committee decision was approved by the Graduate Council.

III. Unfinished Business

Dr. Bauman asked the Graduate Council members to join the GC committees.

IV. New Business:

None

V. Adjournment

- Meeting adjourned at 4:39pm