

THE UNIVERSITY OF TEXAS AT SAN ANTONIO
DOCUMENTS AND PROCEEDINGS OF THE GRADUATE COUNCIL
ACTION MINUTES
ORDER OF BUSINESS
NOVEMBER 1, 2016

Assembly Room
JPL 4.04.02
3:35-4:48 pm

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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 Firoozi, 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 November 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**)
 - 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)

 - Updates from Senate
 - Dr. Bauman gave a brief update on campus carry. Only one type of signage about an exclusion zone can be posted in faculty offices. Dr. Bauman asked to contact the senator of each department for more details.
 - Dr. Bauman also reported the Council the current situation of COLFA budget. He mentioned that the Senate Chair asked each department including the head and faculty members to work out for the best

resolution to manage budget cut, course cut, and adjunct faculty cut. The Faculty Senate Executive Committee mentioned that they are working to solve the problem with as little impact as possible.

- Special membership application process
 - Dr. Cepek, the Membership Committee Chair, addressed the issue of changing the special membership application process. He showed Council members the current application form and explained review procedures of a special membership application. However, Dr. Cepek pointed out several problems with the current application. The first problem is, once an applicant is approved, there is no monitoring over a 3-year term. Another problem is a conflict of interest. For example, a new graduate faculty with a new Ph.D. can be on the committee of a Ph.D. candidate who studied with the new faculty member in the same program.
 - As solutions, Dr. Cepek suggested that the application form should ask general areas of expertise rather than the expertise of specific student projects. With general areas of expertise, the special member can serve on M.A. or Ph.D. committees or teach courses. Another solution is to monitor the special member by continually asking departments whether the applicant is being proposed to teach or to serve on committees.
 - Council members suggested the Membership Committee deliberate on the issues again and make a proposal for Council approval.
 - Dr. Bauman asked the Council to consider emeritus faculty's special membership issues such as terms and allowed positions, etc.
 - Dr. Bauman also requested the Council to discuss the issue that a graduate faculty member gets hired by other institutions while the member is on a thesis/dissertation committee. Dr. Bauman asked the Membership Committee to deliberate on how the status of the member can be determined.
 - Once these issues are approved by the Council, the change in the Bylaws will follow. The Academic Policy and Requirements Committee will deliberate on this.

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

- PDRF/G-TAP funding
 - Dr. Agbenyiga delivered a message about running PDRF again this year. She encouraged Council members' participation in the PDRF Committee.
 - As to G-TAP, Dr. Agbenyiga announced that the Graduate School is offering this scholarship again this year. In addition to most doctoral programs, there are two Master's programs (MFA and architecture because of terminal Master's programs) that receive the G-TAP funding. The scholarship for the two Master's programs are a 3-year funding with \$10,000 or \$8,000 a year.
 - Dr. Agbenyiga said that both PDRF and G-TAP scholarship applications are currently open. She encouraged Council members to announce them

to students. Dr. Agbenyiga will send out more detailed funding information in a few weeks.

- Graduate School update
 - Dr. Agbenyiga shared recruitment, enrollment, and admission information of the Graduate School this year. Through more active advertisements, the Graduate School is reaching out to more prospective students.
 - The Student Success and Professional Development Center will be officially open on Nov. 28th.
- VIP Deadlines
 - Dr. Agbenyiga explained that some departments' VIP applications are not sufficiently meticulous to review. Moreover, the VIP Program is not promoted much to prospective students at present.
 - She mentioned that updated VIP deadlines will be sent out to Colleges' Associate Deans and forwarded to all graduate faculty.
 - Dr. Agbenyiga suggested that each department set internal deadlines for VIP application materials.

C. Secretary (**Seok Kang**)

- No report

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

- No Report

E. Committee on Graduate Program Evaluation

- No Report

F. Committee on Academic Policy & Requirements

- No Report

III. Unfinished Business

IV. New Business:
None

V. Adjournment

- Meeting adjourned at 4:48 p.m.