

The University of Texas at San Antonio
Graduate Council
Report of the Secretary for the 2011-2012 Academic Year

Respectfully Submitted September 4, 2012

by
Jim Dykes, Secretary

Authority

This secretary's report is filed in accordance with the Bylaws (Article IV.2.f) of the Graduate Council of The University of Texas at San Antonio (UTSA).

Meetings and Attendance

The Graduate Council met eight times during the 2011-2012 academic year: September 6, 2011; October 4, 2011; November 1, 2011; December 6, 2011; February 7, 2012; March 6, 2012; April 3, 2012; and May 1, 2012. Attendance was taken at each meeting and visitors were invited to attend and provide information about graduate program proposals in their area.

Graduate Council Chair Reports

Dr. Kim Bilica served as Graduate Council Chair. With her intelligence, organization, and outgoing personality, she forged the Graduate Council into a group of friends effectively and efficiently advancing graduate education at UTSA. The meetings of the Graduate Council and the Administrative & Agenda Committee were focused and successful. Her heart felt "Thank You" was always accompanied by a smile and sometimes accompanied by cookies or a coffee mug. She kept all of the members pulling together and personally worked with each of the committees to help in any way she could.

Dean of the Graduate School Reports

Dr. Dorothy Flannagan, Dean of the Graduate School, continued to nurture the quantity and quality of graduate education at UTSA. Across five years, doctoral applications have increased 59% and enrollments have increased 60%. Also across five years, Master's applications have risen 42% and enrollments have increased 23%. In UTSA's Master Plan, one goal was to increase graduate enrollments to 15% of total enrollments. That goal was met early and has been raised to 17%. She has worked with the Graduate Council, UT System, and Texas Higher Education Coordinating Board (THECB) to implement new graduate programs. The PhD in Mechanical Engineering was implemented in Fall 2011 and three new programs are implemented in Fall 2012: PhD in Translation Science, PhD in Psychology, and MS in Advanced Materials Engineering. She also worked with the relevant departments to help transition the MA in Adult Learning & Teaching program and the MS in Dietetics program. In addition to increasing the number of graduate students, Dean Flannagan has worked on improving the quality of their graduate experience. In tandem with the THECB, she is especially focused on student retention and graduation rates. So many people seek her expertise that she often has multiple critical meetings scheduled at the same time.

Graduate Council Secretary Reports

Dr. Jim Dykes worked with Ginger Hernandez to maintain the membership list of the Graduate Council. He is extremely grateful to Drs. Elaine Sanders for being our Nominating

Committee and for recruiting faculty to serve on the Graduate Council Committees. The members of the Graduate Council Committees conscientiously perform the important work that underlies the presentations at our meetings. Dr. Dykes appreciates having had the opportunity of working with friends and colleagues on the Graduate Council.

Committee on Graduate Programs and Courses Reports

Dr. Can Saygin chaired the committee. His committee recommended approval of two new Master's proposals: MS in Advanced Materials Engineering in November and MA in Philosophy in April. Both were approved by the Graduate Council and the MS in Advanced Materials Engineering has been approved by the THECB for Fall 2012 implementation. His committee also recommended five new Graduate Certificates: Digital Learning Design (in December), Applied Behavioral Analysis (in March), Rhetoric and Composition (also in March), Real Estate Finance and Development (in April), and Voice Pedagogy (also in April). All five were approved by the Graduate Council and are currently implemented. His committee has also reviewed the draft 2013- 2015 Graduate Catalog.

Membership Committee Reports

Dr. Elaine Sanders's committee diligently reviewed the applications for Special Members of the Graduate Faculty and applications Adjoint Faculty. A list of candidates recommended by the committee was presented at each meeting: a total of 115 Special Members and 6 Adjoint Faculty. All were approved by the Graduate Council. She and Ginger Hernandez have also worked with the departments to improve the application process.

Committee on Graduate Program Evaluation Reports

Dr. Sharon Navarro has coordinated the activities of her extraordinarily hard working committee. Two External Reviews were conducted and presented to the Graduate Council: History in September and Computer Engineering in December. Six Administrative Follow-Ups were conducted and presented to the Graduate Council: three in December (PhD in Electrical Engineering, MS in Mathematics, and MS in Statistics) and three in May (PhD in Cellular Molecular Biology, MA in Anthropology, and MS in Psychology). Departmental site visits were also conducted for Communication, Economics, Anthropology, and Management Science & Statistics. It should be noted that Dr. Navarro coordinated with Vice-Provost Sandra Welch and Dr. Steve Wilkerson to transition from the previous graduate program review procedures to the new department-wide review procedures.

Committee on Academic Policy and Requirements Reports

Dr. Joel Saegert and his committee were charged with reviewing whether non-members of the Graduate Faculty should have voting rights on Graduate Program Committees. Following our Bylaws, his committee recommended that each department should establish its own policy and include it in their Department Bylaws. The recommendation was approved at the November meeting.

Conclusion

Through the leadership of Dr. Bilica and Dean Flannagan and with the effective work of its committees, the Graduate Council was instrumental in the outstanding growth and improvement of graduate education at UTSA during the 2011 / 2012 academic year.