

**MEETING OF THE GRADUATE ASSEMBLY  
THE UNIVERSITY OF TEXAS AT ARLINGTON**

**DATE:** February 5, 2015  
**TIME:** 2:37 pm  
**PLACE:** San Saba Room, University Center  
**PRESIDING:** Stephen Mattingly, Presiding Chair

**ATTENDING:** Kathy Daniel, Jennifer Gray, Rod Hissong, Raymond Jackson, Ali Koymen, Christopher Kribs, Peter Kroll, Wasiu Lawal, Stephen Mattingly, Taner Ozdil, Mohan Pant, Sophia Passy, Panos Shiakolas, Eusebius Small, Douglas Stotter

Guest(s): Antoinette Nelson for Rebecca Bichel, Brenda Davis, OGS, Ginger Dickens, Library

**I. Call to Order**

The meeting of the Graduate Assembly was called to order at 2:37 pm by chair, Dr. Stephen Mattingly.

**II. Introductions**

Dr. Mattingly welcomed and introduced guests to the Graduate Assembly.

**III. Consideration of Minutes**

The minutes from the October 2, 2014 and November 6, 2014 were unanimously approved.

**IV. Old Business**

**1. Voting details from summer e-mail votes**

The GA approved the IMSE, EE and CSE proposals for the unmanned Vehicle Systems in July, 2014. A request for the tally of the votes was requested at the last GA meeting. The vote tally was: Seventeen votes to approve IMSE, EE and CSE UVS certificates, Zero votes against, one abstain. Eight votes to approve MAE with reservations, seven votes to approve MAE without reservations, one abstain and one vote against approval

**V. Update from Associate Graduate Dean – Dr. Raymond Jackson**

Dr. Jackson updated the GA that Graduate Assembly the threshold for granting 200 PhD. was achieved.

SAC reaffirmation of laws, principles, and processes will undergo review. The review will include an outside consulting firm. The GA should review the Handbook of Operating Procedures for any revisions to the governing of the GA, faculty appointments, and bylaws. An example of HOP requiring revision is the reference to "Graduate Dean".

## **VI. Committee Reports**

### **A. Committee on Program Creation – Dr. Taner Ozdil, Chair**

Dr. Ozdil noted this is his transition term and there are many new proposals coming up. A chair will need to be selected for the Committee on Program Creation. A faculty voice for new degree and/or certification programs to meet the strategic growth.

### **B. Committee on Graduate Students – Dr. Rod Hissong, Chair**

Dr. Hissong noted the committee is working on a proposal to streamline thesis and dissertation that will include work flow processes and formatting. A handout noting some of the proposed revision noting the Library is a repository and not a gatekeeper. A draft will be circulated prior to the April GA for discussion. RTA.

### **C. Committee on Program Revision – Dr. Sophia Passy, Chair**

#### **1. Proposal for Change in Withdrawal Policy**

The GA discussed the differences between the drop policy vs withdrawal from the University. Primary key point is who has the freedom to drop... the student or the faculty. The proposal is returned to the committee for clarification for wording drop versus withdraw.

#### **2. Proposal for Change in Thesis Hour Requirement During Final Semester**

The proposal for Change in the Thesis Hour Requirement for all graduate students focus for equity for all graduate students and have a uniform and consistent policy. The MS thesis completion policy should be modified to match the dissertation completion policy. The three hour thesis completion course may be created for graduate students to use in the final semester of enrollment if they have previously enrolled in sufficient thesis hours to meet program requirements.

The proposal was unanimously approved. Dr. Jackson will notify the

Provost.

**D. Committee on GA By Laws – Dr. Peter Kroll, Chair**

The GA discussed the need for bylaws for electronic voting noting that electronic voting is not a secret ballot/vote. The HOP notes paper voting via campus or US mail is also acceptable. Revised bylaws would require the vote of the GA noting HOP can change be revised at any time. HOP governs the GA and the bylaws are subordinate to add clarity. The committee will review the UG Assembly Bylaws. RTA.

**E. Committee on Graduate Faculty Status – Dr. Taner Ozdil, Chair**

This is a new committee to determine the policies and procedures for granting graduate faculty status. Drs. Silva, Jackson and Ozdil completed some preliminary research, but the need for an AD HOC committee would be more effective. Dr. Silva is no longer with the university and Dr. Ozdil's GA term expires this term and cannot be renewed. If interested, contact Dr. Ozdil.

**VII. Report of the Graduate Student Senate Representative – Wasiu Lawal**

Wasiu Lawal, GSS President, reported the Graduate Student Senate reviewing a survey conducted last semester with 953 responses. The analysis of the responses will be presented to the GSS with results and recommendations to the GA.

**VIII. New Business – Dr. Steve Mattingly**

Drs. Ozdil, Hissong and Passy agreed to begin committee work to support HOP revisions. Support for this committee may or may not involve overlapping terms and perhaps years. Work on this committee should begin very soon.

**IX. Old Business**

Nothing to report.

**X. Adjournment**

The meeting adjourned at 3:50 pm.

Respectfully Submitted,  
Jennifer Knight  
Executive Assistant

Office of Graduate Studies  
GA 02/05/2015 draft