

**GRADUATE ASSEMBLY
NOVEMBER 7th MEETING MINUTES
THE UNIVERSITY OF TEXAS AT ARLINGTON**

DATE: Thursday, November 7, 2019

TIME: 2:30 pm

PLACE: San Saba, University Center

PRESIDING: Diane Mitschke, Chair of the Graduate Assembly

MEMBERS ATTENDING: Kamesh Subbarao; Matthew Brothers; Subhra Mandal; Jon Leffingwell; Eusebius Small; Soo-Hong Kim; Mark Tremayne; Patti Parker; Monee Carter-Griffin; Rebecca Mauldin; David Jorgensen; Jared Kenworthy; Jinny Choi; Bijan Youssefzadeh; Seyedali Abolmaali; Kathryn Pole; Ard Anjomani

GUESTS ATTENDING: Anika Rimu (GSC Secretary)

EX-OFFICIO MEMBERS ATTENDING: Joe Jackson; Jim Grover

I. Call to Order

- The meeting of the Graduate Assembly was called to order at 2:36pm by chair, Dr. Diane Mitschke.

II. Introduction of members and ex officio members of GA

- Each member introduced his / herself.

III. Consideration of Minutes

- The minutes from Thursday October 3, 2019 Graduate Assembly meeting were unanimously approved pending a correction to the chairs of two subcommittees – the names needed to be switched.

IV. Dr. Jim Grover, Dean of Graduate Studies, Vice President for Research

- Dr. Grover was welcomed to the Graduate Assembly. Dr. Grover stated that he has been serving in his new role for less than 2 weeks and is looking forward to working with us

V. Anika Rimu, Secretary for the Graduate Student Council

- Anika introduced herself and expressed that the Graduate Student Council is working on organizing activities for the upcoming fall and spring semesters. She informed the Graduate Assembly that they will be hosting a dance on November 18th and encouraged the members of the Graduate Assembly to join.

VI. Old Business

A. Committee on Program Revision

a. *Reviewing the Fast-track admission GPA requirement.* Jared said that this committee did not really come to a consensus and that they will need to discuss further and then bring their recommendations back to the Graduate Assembly in the spring. He states that there are many moving parts and things to consider for fast track programs that it is hard to come up with a simple solution. It was again stressed that at the moment there is not a clear consensus yet and will bring it back to the group in February.

B. Committee of Graduate Students

a. *Policy Recommendations related to undergraduate student enrollment in graduate courses* (Presented by Matt Brothers). This was a discussion that was a carryover from the April 2019 meeting. Matt again presented the suggestions of the subcommittee that were presented during the April meeting which were as follows.

- An undergraduate student must have a minimum GPA of 3.0 to be eligible to take graduate level courses. Individual departments and programs have the ability to set additional requirements above this minimum threshold. For example, departments/programs may require a higher minimum GPA in a specific related undergraduate course or group of courses.
- The recommendation for enrollment of an undergraduate student in a graduate level course may be submitted by the student's Undergraduate Advisor. However, the final decision regarding enrollment is ultimately made by the Graduate Advisor, who must assess course and seat availability. Graduate students will be given priority over undergraduate students when the course and seat availability are limited.
- A maximum of 9 graduate semester credit hours may be applied to the undergraduate degree.
- Graduate level courses allowing undergraduate enrollment will be limited to 5000 level courses.
- In cases in which an undergraduate student has taken graduate level courses and then enters a related graduate program at UTA, required graduate level courses in which the student earned a grade of B or better should not be retaken. However, the student must meet the minimum required hours of the graduate program (hours are not waived).

A point was raised why we would not allow the earned credit hours to be waived if the undergraduate student demonstrates that they are capable of succeeding in the graduate class. Another question was why do we need the "fast-track" term as opposed to just having a global threshold for allowing an undergrad to take a grad course and count it for undergrad and grad credit. The vote was approved with 10 members voting yes (pending an amendment – see below) and 4 member voting no.

The following amendment to bullet point #5 (above) was approved: to allow student to count hours for grad program as long as the Departmental Graduate Studies Committee agrees. The revised bullet point reads as follows:

- In cases in which an undergraduate student has taken graduate level courses and then enters a related graduate program at UTA, required graduate level courses in which the student earned a grade of B or better should not be retaken and the hours are permitted to count towards their graduate degree pending approval of the departmental Graduate Studies Committee.

C. Committee on Program Creation

a. *Fast-track MS in Business Analytics*. No report

VI. New Business

A. *Committee on Program Revision*

a. There was no new business

B. *Committee on Graduate Students*

b. There was no new business

C. *Committee on Program Creation –*

a. MS in Sustainable Building Technology - David said that the committee met with the individuals from CAPP who were proposing the program. He stated that there were some concerns mainly with clarity that were addressed by the proposers. However, the still

remained some questions and so a resolution was not finalized. David said that he would ask the committee if they had additional questions that were not addressed in the meeting. David also mentioned that he would ask the proposers to revise their proposal. He will bring it back to the Graduate Assembly in the February meeting.

b. Certificate in Cyber Security and Privacy – No report

c. Certificate in Artificial Intelligence – No report

d. Certificate in Deep Learning – No report

Other Information: Diane – mentioned the topic of the certificate programs and how we recently approved a fast track process to approve the certificate proposals as long as they did not involve new courses or require any additional funds. Diane mentioned that there were three proposals that she has seen since last meeting but she is not prepared to bring to a vote. The primary sticking point is for students who are no UTA students and therefore many do not have to meet pre-requisites for most courses whereas internal UTA students need to meet them in order to be accepted to the class. It was mentioned that the waiving of pre-requisites for non UTA students is based on the perspective student to ensure that he/she is qualified to take the course. Kamesh said that in engineering they have a list of basic concepts that the individuals should have prior to being admitted into the certificate program and suggested that this may be a policy to adopt moving forward.

VII. Adjournment

- Meeting was adjourned at 3:29pm.

Respectfully submitted,
R. Matthew Brothers, PhD
Secretary, Graduate Assembly
Department of Kinesiology / College of Nursing and Health Innovation.
11/17/2020