

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

DATE: Thursday, October 3, 2019

TIME: 2:30 pm

PLACE: San Saba, University Center

PRESIDING: Diane Mitschke, Chair of the Graduate Assembly

MEMBERS ATTENDING: Ard Anjomani; Matthew Brothers; Jinny Choi; Soo-Hong Kim; Jon Leffingwell; Panos Shiakolas; Jared Kenworthy; Eusebius Small; Seyedali Abolmaali; Rebecca Mauldin; Jennifer Zhang; David Jorgensen; Monee Carter-Griffin; Pierce Anais; Bijan Youssefzadeh

GUESTS ATTENDING: N/A

EX-OFFICIO MEMBERS ATTENDING: Joe Jackson; Duane Dimos

I. Call to Order

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

II. Introduction of members and ex officio members of GA

- Each member introduced his / herself.
- Selection of the Subcommittee Chairs:
 - Committee on Graduate Students: Matt Brothers
 - Committee on Program Revision: David Jorgensen
 - Committee on Program Creation: Jared Kenworthy

III. Consideration of Minutes

- The minutes from Thursday April 4, 2019 Graduate Assembly meeting were approved pending a minor correction to the date at the top of the page.

IV. Dr. Duane Dimos, Dean of Graduate School, Vice President for Research

- Dr. Dimos expressed his appreciation for the members of the Graduate Assembly. He also provided an update on the search and interview preparation for the new dean of the graduate school. And how there is growing interest from the provost to reopen a graduate school to separate the responsibilities between graduate school / academic related issues and research related issues. Dr. Dimos also provided an update in UTA achieving Texas tier 1 institution status and how this needs to be a priority for this year as well to ensure that this is accomplished for 2 years in a row.

V. Anais Pierce, President of Graduate Student Senate

- Anais introduced himself and expressed that the Graduate Student Senate will begin to reach out to the different departmental Graduate Student Committees for the purpose of advertising the Student Senate as well as to help promote their events.

V. Old Business

A. Committee on Program Revision

a. *Reviewing the Fast-track admission GPA requirement.* There was discussion regarding the minimum GPA requirement for entry into fast-track programs. The BS in math and MS in biomedical engineering program is requesting a minimum 3.0 GPA which was approved by the Graduate Assembly. Joe then raised the question about the requirements/considerations for this minimum GPA. What courses apply – last 60 hours, a list of approved courses etc.? Which approach would be the best predictor of success in the MS program? It was recommended that the committee revisits this criteria.

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 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 12 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).

Joe mentioned that there is a disconnect between the proposed maximum of 12 hours allowed to be applied to the undergraduate degree whereas the fast-track programs are maxed out at 9 hours which is also consistent with the policy for transferring in credit. Seyedali agreed and also stressed that at a minimum this policy should be consistent with the fast-track policies. There was also discussion about the recommendation from the subcommittee to waive the actual course but not the hours. Joe mentioned that this is potentially an unfair policy which may punish the student – would this essentially force the student to take 9 additional hours of coursework that he or she is not interested in or is not relevant to their academic interests. This subcommittee was tasked with meeting again and then sharing the findings at the November Graduate Assembly meeting.

C. Committee on Program Creation

a. *Fast-track MS in Business Analytics*. This program has been reviewed and approved by the Committee on Program Creation. The Graduate Assembly unanimously approved this program.

VI. New Business

A. *Committee on Program Revision*

a. *There was no related discussion*

B. *Committee on Graduate Students – Consideration on Revision to Thesis Requirements*: Joe asks if it is possible if students who are completing their thesis hours can complete their thesis requirement by passing 2 different 3 hour courses as opposed to one 6 hour course (5698). Can we just allow the 5398 to carry a P grade? Joes suggests that there are issues with the records and administration and that we should request that there is a new course (539x) which has a P grade. Joe and Seyedali recommend that the students only need to take 6 hours

minimum regardless of how or when they are taken. Panos raises the point of how that could impact faculty workload if students can take 3 hours of thesis as opposed to 6 hours of thesis in graduating semester. Diane asked the Graduate Assembly if we would be prepared to vote on this today. Rebecca Maudlin moved to approve that we allow students to take two separate 3 hour thesis courses to satisfy requirement. All agreed except for Panos who was opposed pending discussion on how this impacts faculty workload.

- C. *Committee on Program Creation – Guidelines for Review and Approval of New Certificates:* Diane (on behalf of Pranesh) discussed the issue of approving certificates. We are getting more and more certificates and the University would like a quicker process for decisions (regardless of the outcome). There is a proposal that the certificate can be approved by the chair of the Graduate Assembly as long as the certificate only proposed to use already existing courses and did not require additional resources. The chair would then bring his/her opinion to the Graduate Assembly. This is for certificates and not program proposals (which would still go under the existing process). Seyedali asked if there is a minimum hour for certificates and Joe said that there is actually a maximum of 15 hours but that most of our certificates are less than that (9 – 12 hours). Joe suggests that there is often a desire of local businesses to have their employees take a certificate (i.e. 3 courses to obtain a certificate) and if these courses are already in place and there is no economic challenge to the departments or University than it seems like there is no added burden. Panos makes motion to allow the chair of GA to expedite the process of reviewing a certificate proposal. Joe proposed that it is more than one person in the decision loop – Diane suggests that it is the chair of the GA and the chair of the program committee. Motion is unanimously approved.

VII. Adjournment

- Meeting was adjourned at 3:53pm.

Respectfully submitted,
R. Matthew Brothers, PhD
Secretary, Graduate Assembly
Department of Kinesiology / College of Nursing and Health Innovation.
10/17/2019