

MEETING OF THE GRADUATE ASSEMBLY
THE UNIVERSITY OF TEXAS AT ARLINGTON

November 16, 2000

The Graduate Assembly meeting of November 16, 2000 was called to order by Chair K. Behbehani at 2:30 p.m. in the Palo Pinto Room, University Center.

ATTENDANCE: Members present included: K. Behbehani, R. Buttimer, N. Cobb for Jordan, J. Cornehls, J. Dyson, D. Gray, S. Grove, J. Grover, C. Funkhouser, S. Hekman, F. Kamangar for Cook, S. Payne, B. Wright, and M. Yardley

M. Barrett, J. Matthys and R. Mellgren were not in attendance.

Ex Officio members present: K. McDowell, P. Cohen, G. Saxon for T. Wilding and Graduate Student Council Representative Kirsten Lundin.

APPROVAL OF MINUTES: The minutes of the October 19, 2000 meeting were approved as published with the following exception. D. Gray noted that E. Gerloff retired August 31, 2000 and a replacement would be appointed soon.

REPORT OF GRADUATE DEAN: K. McDowell stated that the Office of Graduate Studies receives petitions each semester requesting that we allow students to withdraw from a class after the mid-semester withdrawal date has passed. Many times this request is caused by the fact that university faculty, staff and graduate students constantly have the undergraduate withdrawal schedule brought to their attention through university publications and memos. The resulting confusing is understandable, but it leads to unnecessary paperwork. He requested that the Graduate Assembly Committee on Graduate Students review this policy. He added that the Office of Graduate Studies would favor adopting the undergraduate withdrawal dates. A motion was made and seconded to review the policy. The motion passed.

K. McDowell also requested that the Assembly review the issue of forming a common policy for the number of hours that can be used for credit at UTA depending on a student's status. The current policies are listed below:

UTA undergraduate: on page 34 of the catalog we find that there are no stated restrictions on the number of graduate-level hours UTA undergraduates can reserve for graduate credit should they be unconditionally accepted to Graduate School at UTA.

Degreed undergraduate: on page 34 of the catalog we find that degreed undergraduates at UTA can receive graduate credit, should they be unconditionally accepted to Graduate School at UTA, for a maximum of 12 semester hours of graduate-level courses.

Transfer credit: on page 34 of the catalog we find that a graduate student enrolled at UTA can receive transfer credit (but not included in graduate GPA calculation) for up to 9 semester hours of equivalent course work. The catalog doesn't clearly state whether these hours are graduate level or advanced undergraduate.

Special student: on page 44 of the catalog we find that a special graduate student at UTA who changes to a regular graduate student may apply on 9 semester hours of work to a graduate degree. There could be some confusion from reading the catalog text as to whether the courses are graduate level or advanced undergraduate level.

He recommended that the Graduate Assembly Committee on Graduate Students review both the language of the catalog and the specific policies to see if some consistency can be achieved. He stated that undergraduates, degreed undergraduates, or special students, all of whom take the graduate-level courses, should have a common policy on the number of maximum hours for which they may receive semester hour credit toward a master's degree program, should they be unconditionally accepted to Graduate School. He also requested that the restriction to 9 transfer credits from other universities be reviewed at the same time.

A motion was made and seconded to send this issue to committee for review. The motion passed.

COMMITTEE REPORTS

Committee on Graduate Students:

Committee Chair J. Matthys was absent. It was noted by a committee member that reviews of the incomplete grade and foreign language policies are still being discussed.

Committee on Program Policy:

Chair S. Grove raised the issue of guidelines for certificate programs. After a brief discussion, a motion was made and passed to develop policies and procedures for the submission and logistics of certificate program.

S. Grove reported committee recommendations regarding the following certificate and degree proposals:

Certificate in Urban Journalism – approval recommended with minor revisions. A motion was made and seconded for approval. The motion passed.

Certificate in Urban Nonprofit Management – approval recommended. A motion was made and seconded for approval. The motion passed.

Master of Education in Counseling – approval recommended with minor revisions. After a brief discussion, a motion was made and seconded for approval. The motion passed.

Committee on Program Review:

D. Gray reported for D. Cook. He stated that the issue of creating a new policy for the elimination of associate member to the graduate faculty will be deferred until the next meeting.

REPORT OF CHAIR

K. Behbehani announced that D. Cook will be on leave next semester and will be replaced on the Assembly. He will appoint a new member and chair for the Committee on Program Review.

K. Behbehani stated that five special member nominations had been received. He recommended approval of all five. The vita of each nominee will be mailed out and the Assembly will vote electronically.

REPORT OF THE GRADUATE STUDENT COUNCIL REPRESENTATIVE

K. Lundin announced that the first official meeting of the Graduate Student Council was held last week. Each Dean selected two students from each college to attend. About ten people were in attendance. She stated that they have begun work on the symposium and orientation scheduled for the spring semester.

NEW BUSINESS

None

OLD BUSINESS

None

ADJOURNMENT

The meeting adjourned at 3:15 p.m.

Secretary