

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

**DATE:** February 19, 2004  
**TIME:** 2:30 pm  
**PLACE:** San Saba – University Center  
**PRESIDING:** Dr. Susan Grove, Chair

<b>ATTENDING:</b>	Marjie Barrett	Rebecca Hegar	James Teng
	Vicky Cereijo	Susan Hekman	Sherman Wyman
	Diane Cook	David Jones	Phil Cohen, Ex Officio
	Rex Crick	Farhad Kamangar	Raymond Jackson, Ex Officio
	Ernest Crosby	Gary McMahan	Tom Wilding, Ex Officio
	Nancy Hadaway	Roger Mellgren	Jamie Steinert, Graduate Student

**I. Call to Order**

The meeting was called to order at 2:30 p.m. by Dr. Susan Grove, Chair.

**II. Approval of Minutes**

Dr. Roger Mellgren moved to approve the Graduate Assembly (GA) minutes from the November meeting, Dr. Gary McMahan seconded the motion, and the minutes were unanimously approved.

**III. Report of the Graduate Dean**

Dr. Cohen made the following announcements:

- Graduate enrollment is up 6.6% and SCH is up 8%
- International Student applications have declined, however, international student admits has increased.
- Working on improving coordinating countries visited for recruitment.
- Working with IRP in developing accurate reports that indicate doctoral retention, completion rates, and time to degree.
- Dissertation fellowships will start in 2004-05 academic year.
- Dean of Library, Dr. Tom Wilding is retiring and moving to Wales. A search committee is presently working to identify candidates for the Dean of Library position.

**IV. Committee Reports**

**A. Committee on Graduate Students**

**1. *GTA/GRA Status During Academic Probation***

No Report.

## **B. Committee on Program Policy**

### **1. Doctor of Philosophy in Educational Leadership**

Dr. James Grover reported that the proposal for a Doctor of Philosophy in Educational Leadership has been approved by the Program Policy Committee and asked for a vote from the Graduate Assembly committee. Representatives from the College of Education attended the meeting to field questions related to their proposal. Dr. James Grover moved to accept the new program, Dr. Rebecca Hegar seconded the motion, and it was unanimously approved.

2. A Certificate in Public Budgeting in Financial Management from School of Urban and Public Administration is currently being reviewed and will be presented at the April meeting.

## **C. Committee on Program Review**

No Report.

## **V Add Hoc Committee**

Dr. Roger Mellgren announced that the committee had met in December and they are still in the process of gathering information about the plus/minus grading system. The committee will bring a report to the next meeting.

## **VI. Report of the Chair**

Dr. Susan Grove thanked the members for their attendance. Dr. Susan Grove announced that there is only one more Graduate Assembly meeting and elections of new officers will take place at that meeting. She provided a list of the current members and the year their department will need to elect a new representative. The positions of GA Chair, Vice Chair, and Secretary will need to be filled at the next meeting.

## **VII. Report of Graduate Student Senate Representative**

Jaimie Steinert announced that there were student concerns about some graduate schools not holding new student orientations and that some students were feeling disconnected. Dr. Grove will circulate an email to determine the orientations provided by the colleges and schools.

Leave of Absence Policy for Graduate Students – Dr. Cohen and Dr. Jackson will review a prior policy for a LOA Policy.

## **VIII. New Business**

### **A. Library Representative**

Dr. James Grover announced the need of the Program Policy's Committee for an Ex-officio member from the Library for the review process of new programs and certificates. He announced that Mary Castle has currently been attending the meetings. Dr. Grover moved to add an ex-officio library member to the Program Policy Committee, Dr. Sherman Wyman seconded the motion, and it was unanimously approved.

## **B. GRA/GTA Policy Change: Academic Load and Outside Employment**

Dr. Rebecca Hegar from Social Work presented a proposed policy change concerning restrictions on academic load and outside employment for GRA's and GTA's. Dr. Susan Grove suggested this policy change be reviewed by the Committee on Graduate Students and recommendations be brought to the next meeting.

## **VIII. Old Business**

## **IX. Adjournment**

The meeting adjourned at 3:30 pm.

Respectively Submitted:

Sheri Decker  
Administrative Assistant  
School of Nursing