

MEETING OF THE GRADUATE ASSEMBLY

THE UNIVERSITY OF TEXAS AT ARLINGTON

DATE: February 17, 2005
TIME: 2:30 pm
PLACE: San Saba – University Center
PRESIDING: James Grover, Chair

ATTENDING:

Marjie Barrett
Vicky Cereiyo
Rex Crick
Ernest Crosby

Nancy Hadaway
Rebecca Hegar
David Jones
Farhad Kamangar

Gary McMahan
Charla Markhan-
Shaw
James Teng
Sherman Wyman

EX OFFICIO Dr. Phil Cohen

Dr. Gerald Saxon

EXCUSED Dr. Raymond Jackson

I. Call to Order

The meeting was called to order at 2:40 p.m. by Dr. James Grover, Chair.

II. Approval of Minutes

Dr. Gary McMahan moved to approve the Graduate Assembly (GA) minutes from the February meeting, Dr. Marjie Barrett seconded the motion, and the minutes were unanimously approved.

III. Report of the Graduate Dean

Dr. Cohen made the following announcements:

- Graduate enrollment is slightly down for Spring 2005 primarily due to decreases in int'l student applications and enrollments in several master's programs.
- The Graduate School hopes to stimulate enrollment modestly with the following strategies: using contact cards for overseas recruiting trips, the purchase of Prospector, development of feeder school relationships and recruiting, GS participation in recruiting events, and hiring a Graduate Recruiter by Fall 05.
- The Southern Association of Colleges and Schools will be reviewing UTA in less than 2 years. The Ad Hoc or Student Committee may want to discuss ways of reviewing our graduate admissions criteria.
- A GRA/GTA Task Force Committee is meeting to review policies and procedures in an attempt to streamline and improve the vetting process.
- The ACES Symposium is scheduled for Friday, April 1. This event has improved over the past three years and continues to make great strides. The undergraduate and graduate events are now combined for one large event. This year the event will be held in the UC and will close with a guest speaker and reception. Please encourage your faculty, staff,

and university community to attend.

- It was noted that UTD is aggressively recruiting graduate students using tuition adjustment incentives. Other institutions are recruiting UTA PhD students. Please share your graduate student recruiting concerns with Dean Cohen and the Provost via e-mail.
- Any comments regarding graduate advertising using various media should be shared with Jim Walther via e-mail with a copy to the Dean of the Graduate School. With the assistance of the Vice President for Communications and the Office of Public Affairs, a more consistency in advertising media is being sought.

IV. Committee Reports

A. Committee on Graduate Students –Dr.Marjie Barrett, Chair

Proposal on GRE Waiver and Facilitated Admissions

Dr. Barrett shared the impact of the GRE Waiver and Facilitated Admissions proposal. This proposal simplified the graduate admissions process for outstanding UTA undergraduates. A motion was made and second to approve the proposal as is. The motion was unanimously approved.

B. Committee on Program Policy – Dr. Nancy Hadaway, Chair

No report to present.

C. Committee on Program Review – Dr. Roger Mellgren, Chair

No report to present.

V. Report of the Chair

Dr. James Grover shared the following information:

- Revised Committees on Graduate Program Creation and Graduate Program Revision were approved for next year. These will replace the current Committees on Program Policy and Program Review.
- The Plus/Minus Grade Task Force is working with issues noting the difference between administrative and admissions issues.
- An Ad Hoc Committee has reviewed the internet-based New Generation TOEFL and developed enrollment-neutral admission and GTA certification scores for this new test. This test combines TOEFL and TSE components into one test that wets will start administering in Fall 2005. System must now approve our proposed scores.

VI. Report of Graduate Student Senate Representative

No one present to report.

VII. New Business

None

VIII. Old Business

None

IX. Adjournment

The meeting adjourned at 3:55 p.m.

Respectively Submitted:

Jennifer Knight
Executive Assistant
Graduate School