

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

**DATE:** March 31, 2005  
**TIME:** 2:40 p.m.  
**PLACE:** San Saba – University Center  
**PRESIDING:** Dr. James Grover, Chair

**ATTENDING:** Marjie Barrett                      David Jones  
                  Vicky Cereijo                         Charla Markhan-Shaw  
                  Nancy Hadaway                         Gary McMahan  
                  Rebecca Hegar                             Roger Mellgren  
                  Susan Hekman                             James Teng  
                  Farhad Kamangar                         Raymond Jackson, Ex Officio  
                  Philip Cohen, Ex Officio                 Gerald Saxon, Ex Officio

**I. Call to Order**

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

**II. Approval of Minutes**

The Graduate Assembly (GA) Minutes from the February 17, 2005 meeting were unanimously approved as submitted.

**III. Report of the Graduate Dean**

Dr. Cohen made the following announcements:

- The Graduate School is working a partnership with current Graduate Student Senate members to enhance membership and pursue an active role on campus.
- Jim Walther is retiring and returning to the GS as Interim Director at 75%. Once a new Director of Recruiting is hired Jim will reduce to 50%. Currently a national search is underway.
- Currently investigating cost sharing agreements with government agencies and foundations to sponsor jointly graduate students who wish to pursue their doctoral degrees at UTA.
- Please contact Dean Cohen to share any information on foundations or governmental agencies interested in such initiatives.
- Encourage students, faculty and staff to attend and support ACES. This is an undergraduate and graduate celebration of research and creative activities.
- Discussed international recruiting trip to Thailand and Viet Nam.
- Discussed the implementation of GRA PhD Tuition Discounting in Engineering and Science in Fall 05.

**IV. Committee Reports**

**A. Committee on Graduate Students – Dr. Margie Barrett, Chair**

1. Proposal on GRE Waiver and Facilitated Admission from pipeline schools

Proposal unanimously approved noting proposal maybe be implemented with feeder schools and a participation agreement from other Texas schools and the seven state recruiting region.

2. Proposal on reduced enrollment for 25% GTA and GRA Appointments

Proposal unanimously approved with amendment to read GRA/GTA holding assistantships that are enrolled for less than fulltime and 25% employment, benefits will be eliminated. Note: GTA/GRA must perform duties related to their program of work. GTA appointments are for teaching positions only.

**B. Committee on Program Creation – Dr. Nancy Hadaway, Chair**

1. Proposal to create Elementary Science Certification

Proposal to create Elementary Science Certification with 12 hours with concentration in methods and content approved unanimously. Proposed will be forwarded to Coordinating Board.

**C. Committee on Program Revision – Dr. Roger Mellgren, Chair**

Nothing to report

**V. Report of the Chair – Dr. James Grover**

Dr. James Grover announced the following

- Election for Graduate Assembly membership- Units have been contacted, noting membership is for two terms, three years each and then must rotate off the GA.
- Topics for next year's GA include: Implementing Degree Completion Initiatives, How to Build a Program and continued discussion on Graduate Admission Policies.
- There is a discrepancy between the Assembly's guidelines on preparing academic program proposals, and the procedures required by the HOP. HOP requires that proposals include a letter of support from the appropriate academic Dean, while GA guidelines do not.
- Changing the Assembly's guidelines is a quicker and easier process than changing the HOP, and requiring Dean's endorsement would ensure administrative support. The Assembly approved amending the proposal guidelines to include the Dean's support letter.

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

No one present to present report.

**VIII. New Business**

No GA meeting is scheduled in April noting this meeting constitutes the April meeting. Dr. Grover will notify the GA of any meetings needed during the summer.

**VIII. Old Business**

Nothing to report

**IX. Adjournment**

The meeting adjourned at 3:45 p.m.

Respectively Submitted:  
Jennifer Knight  
Executive Assistant to the Dean  
Office of Graduate Studies