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| --- | --- | --- | --- |
| [ ]  Dr. Marsha Matthews (Chair) | [ ]  Dr. David Criswell (CNHS) | [ ]  Dr. Robert Sterken (CAS) | [ ]  Dr. Mary Fischer (FacSenate) |
| [ ]  Dr. Jessica Holm (CEP) | [ ]  Dr. Jenifer Chilton (CNHS) | [ ]  Dr. David Pearson (COP) | [ ]  Terra Gullings (ExO) |
| [ ]  Dr. Yanira Oliveras Ortiz (CEP) | [ ]  Dr. M. Sathyamoorthy (COE) | [ ]  Dr. Kathleen Snella (COP) | [ ]  Brenda Burton (ExO) |
| [ ]  Dr. Nicholas Fessler (COB) | [ ]  Dr. Torey Nalbone (COE) | [ ]  Dr. William Geiger (ExO) | [ ]  Amanda Whitt (ExO) |
| [ ]  Dr. Tammy Cowart (COB) | [ ]  Dr. Dewane Hughes (CAS) | [ ]  Dr. Alecia Wolf (ExO) | ([x]  = PRESENT) |
| [ ]  Jeff Lindemoyer: Student (COB) | [ ]  Ali Yazdanshenas: Student (COE) |  |  |

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| --- | --- | --- |
| ITEM | DISCUSSION | ACTION |
| I. Call to Order | 1. W.T. Brookshire Hall – 2nd Floor Room 234
 |  |
| II. Approval of Minutes | 1. Approval of minutes from March 2019
 |  |
| III. Committee Reports1. Curriculum Committee
2. Ad Hoc
 | 1. Curriculum Subcommittee report and recommendations (Nick Fessler) **(See p. 3)**
	1. Note: OCTH 5260 Advanced Upper Extremity Rehabilitation: Splinting Assistive Technology & Modalities – GC Subcommittee recommended approval to GC 3/26/19, and was approved by the GC via email vote 3/27/19.
2. Revision Correction - Regulations for Graduate Faculty Membership (Revised January 2019) – Wolf – Exceptions to Criteria paragraph from June 2014 policy was accidentally deleted. Slightly revised version should be inserted, as follows **(See p. 4-5 of Agenda):**
	1. Exceptions to the Criteria for Eligibility may also be granted in specific instances by the Dean of the Graduate School. Persuasive documentation of the qualifications of an individual for whom an exception is requested must accompany a request for an exception, and the request must be supported by faculty in the program, the chairperson of the department, and the dean of the college where the exception is being requested.
3. **Deferred until 4/12/19 GC Meeting** - Task Force Report Graduate School Representative: Dissertation Defense (Oliveras - Ortiz-Chair, Chilton, Holm)
	1. **Follow-up after policy presentation to some programs. (WG)**
4. Develop evaluation metrics for graduate programs within the University Strategic Plan (Ortiz-Oliveras, Chair; Sterken, Fessler, Criswell, Nalbone, Pearson) – **Status with regard to Draft of Metrics presented at March meeting?**
5. Graduate Research Assistant Task Force (Tammy Cowart-Chair, Nalbone, Chilton) – **Update on reworded draft** incorporation of 3/8/19 comments? – **(See p. 6-8)**
 |  |
| IV. Unfinished Business |  |  |
| V. New Business | 1. Task Force – External Review Handbook update to integrate Five Pillars of UT Strategic Plan into external review documentation. Lou Ann Berman proposal to the GC is to consider a summary statement in the Self-Study Program Overview, rather than creating new sections for each pillar. **(See p. 9-10)**
 |  |
| VI. Announcements/Open Forum |   |  |
| VII. Adjourn |  |  |

**Graduate Council – Curriculum Subcommittee Report**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | **RO Comments** | **Action** | **Recom.** | **Status** | **Approval** | **Date Changed** | **Misc** |
| [MENG 5341 Advanced Thermodynamics](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b78820B13-F297-4D8F-9E9B-67056BCD7FF0%7d&item=%7bA6BFD041-40D3-4A91-BD98-6D676ED26A17%7d) | Made in CMS | Changes completed by College Curriculum | Approve | Comp. |   | 1-Apr-19 |   |
| [MENG 5342 Energy Management](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b78820B13-F297-4D8F-9E9B-67056BCD7FF0%7d&item=%7b1E8A0EC2-5CA9-4D38-AAD5-33A531DB0314%7d) | Made in CMS | Changes completed by College Curriculum | Approve | Comp. |   | 1-Apr-19 |   |
| [Nursing M.S.](https://uttyler.smartcatalogiq.com/?sc_itemid=%7b307EF95D-25E9-41EA-BFCA-DDDECAFA7AB4%7d&item=%7b538104EA-4B81-4299-9017-136FF1043450%7d) | Made in CMS | New catalog copy seems to conflict between six required courses and four required courses which is it? | Approve | Completed Edits |   | 2-Apr-19 |   |

# Proposed Language Added to Revised January 2019 Regulations

# Regulations for Graduate Faculty Membership

**The University of Texas at Tyler**

**(Revised June 2014)**

Exceptions to the Criteria for Eligibility may also be granted in specific instances by the Dean of the Graduate School. Persuasive documentation of the qualifications of an individual for whom an exception is requested must accompany a request for an exception, and the request must be supported by faculty in the program, the chairperson of the department, and the dean of the college where the exception is being requested

**Regulations for Graduate Faculty Membership**

**The University of Texas at Tyler**

**(Revised January 2019)**

The purpose of graduate faculty credentialing is to ensure that graduate programs are supported by faculty who have the expertise to teach graduate courses and to mentor students as researchers. Those faculty who teach graduate-level courses, advise graduate students, or otherwise participate in graduate education at UT Tyler must be members of the Graduate Faculty. All members of Graduate Faculty are eligible to serve on the Graduate Council. All full-time or professional doctoral faculty who hold terminal degrees will be appointed to serve as Graduate Teaching Faculty, and may teach masters and professional doctoral courses and serve on comprehensive examination committees. Membership on the graduate faculty carries with it the responsibility for active participation in a graduate program and for maintaining a high level of professional competence in the member’s discipline.

**Graduate Research Faculty**

In addition to the privileges available to all Graduate Faculty, Graduate Research Faculty are eligible to teachPh.D. level courses and serve on master’s thesis and doctoral dissertation committees and on proficiency examination committees in the member’s area of expertise. The academic department will determine from their Graduate Research Faculty who is qualified to serve in the role of chair of a thesis or dissertation committee.

All tenured/tenure-track or professional practice doctoral (e.g., PharmD) faculty who hold an appointment at the rank of assistant professor or above are eligible to apply to be Graduate Research Faculty. Appointments will vary in length up to a maximum of 5 years.

Criteria for eligibility:

1. Have a tenured/tenure-track or professional practice (e.g., PharmD) faculty position at UT Tyler,
2. Have a terminal degree in the person’s principal area of faculty appointment,
3. Demonstrate a consistent and continuous level of research/scholarship/creative activities in their discipline, and
4. Agree to serve as student advocate on dissertation committees.

Graduate Faculty may apply for appointment to the Graduate Research Faculty at any time using the prescribed application process.

**Visiting Graduate Faculty**

A Visiting Graduate Faculty Member would typically be a faculty member at another university or health institution, an individual active in industry or business, or a retired faculty member. Visiting Graduate Faculty may serve on thesis or dissertation committees.

Visiting Graduate Faculty shall possess a terminal degree or achievement of professional accomplishment of an unusually high order and consistent level of research/scholarship/creative activity pertaining to the topic of the thesis/dissertation

Applicants for Visiting Graduate Faculty status will be reviewed each time they are nominated to serve on a thesis or dissertation committee if their service will extend beyond the period for which they were approved in a prior application.

**APPLICATION FOR MEMBERSHIP**

The following process will be used to apply for Graduate Research Faculty or Visiting Graduate Faculty membership.

1. The applicant will submit an application form and a full current vita to the unit head.
2. Applications for Graduate Research Faculty status or Visiting Graduate Faculty appointments should be voted on by at least three faculty in the department in which graduate faculty membership is being sought who hold Graduate Research Faculty appointments. The vote of the reviewing faculty will be recorded on the candidate’s application. In situations where there are not three qualified faculty in a department to vote on an application, the initial approval will be that of the chairperson of the department.
3. Applications will be approved or disapproved by the chairperson of the department, the dean of the college in which the graduate program is located, and the Dean of the Graduate School. The applicant will be notified of the approval/disapproval decisions at each level of the review.
4. Should the faculty member wish to appeal the decision of a chairperson, dean of a college, or the Dean of the Graduate School, he/she may do so by submitting a written appeal to the appropriate administrator at the next level of review within 10 days of receiving notice of the decision. Decisions made by the Dean of the Graduate School may be appealed to the Provost and Vice President for Academic Affairs.

All Graduate Research Faculty members must have their graduate credentials renewed periodically through the process described above.

**Graduate Research Assistant Task Force Proposal – Updated TC 4-1**

To: UT Tyler Graduate Council; Provost Mirmiran; Associate Provost Geiger

Re: Graduate Research Assistant funds

The task force has met on several occasions over the past year. While this issue is complex, we present the following findings and recommendations:

Findings:

1. The strategic plan addresses several areas relevant to graduate student funding:
	1. Impact Area: Funding Success -We will expand grant- and scholarship based financial aid.
	2. Impact Area: Encouraging Student Involvement in Research & Discovery -We will promote the UT Tyler student experience by incentivizing engagement in faculty-led research.
	3. Impact Area: Expanding Student Research Activities -We will increase the use of student research as a tool for engaged learning, critical thinking and the creation of knowledge.
	4. Initiative 2: Create Graduate Assistantships Across All Programs. The Division of Academic Affairs is making semester teaching assistantship stipends available to thesis-track students in each college. Nominated by faculty, students awarded the stipend will be committed to completing a thesis. Faculty will be committed to supporting the graduate assistant’s thesis work.
2. Based on data, Graduate Students comprise 30% of the student body, generate a lot of revenue based on formula funding, yet very few are awarded scholarships. Based on the 5 year average below, only 18% of our graduate students receive scholarships.



1. The Provost’s office has nearly doubled the amount of support for Graduate students in the past few years.
2. There is *about* $237,000 in New Grad Fellowships to award for Fall, Spring and Summer (this number changes depending on how much interest is generated by the fund during the year). This amounts to about 30 New Graduate Fellowships (NGF)/year. Other funds are made available from donor accounts that make up the remaining $207K. There is also a Second Chance Fellowship available for students who weren’t eligible the first semester that is funded through the NGF award.
3. All scholarships are physically awarded by the Scholarship Office. The Graduate School has set minimum GPA criteria for awards. A $1,000 scholarship is required to qualify for in-state tuition; it must be competitive and open to everyone. Scholarship support for graduate students has not increased in 14 years according to the Scholarship office. There has likewise been no increase in scholarship funding for Graduate students.
4. Updated amounts of Designated Tuition funded scholarships, other institutional scholarships, outside scholarships. Designated tuition couldn’t be broken out into master and doctoral but there were only about 6 doctoral awards:

|  |  |
| --- | --- |
| **Outside Scholarships** | **AY 2018** |
| UGRD | $                1,568,745.00  |
| MASTER | $                    134,062.62  |
| DOCTORAL | $                      37,978.79  |
| **Total** | **$                1,740,786.41**  |
|  |  |
|  |  |
| **Designated Tuition** | **AY 2018** |
| UGRD | $                2,612,153.00  |
| MASTER | $                      82,800.00  |
| DOCTORAL | $                                      -    |
| **Total** | **$                2,694,953.00**  |
|  |  |
|  |  |
| **Other Institutional** | **AY 2018** |
| UGRD | $                2,143,609.80  |
| MASTER | $                    627,086.39  |
| DOCTORAL | $                      81,240.00  |
| **Total** | **$                2,851,936.19**  |

\*please note that the employee scholarship programs are included in the “Other Institutional” table. We do not believe these should count toward the total scholarship number since they are more accurately classified as “benefits.” We can’t use them to recruit students – maybe to recruit employees, but not grad students.

1. Current TA funds, offered by Academic Affairs, only support on-campus students in thesis/dissertation programs. This helps recruiting for students in those programs, but we need a comparable award for non-thesis TA/GA students.
* NGF awards are not available to School of Education. Students get discounted tuition, which is considered sufficient. The discount they receive is greater than the NGF benefit ($1000 annually).
1. Other Nursing Schools assist graduate students in completing PhD programs, including loan forgiveness. In addition, none of the premium priced programs are eligible for the awards (Academic Partnerships, Executive MPA or Executive MBA).
2. There is concern about whether any graduate program has received the funding support that was in the Coordinating Board report for its program.
3. With an increasing number of junior/community colleges offering bachelor degrees, and our new R3 status, we must invest in graduate student education.

Recommendations:

1. **RA/TA/Graduate Assistant funding should allow our graduate programs to be more competitive and increase the quality of our students. The increase to R3 status will add depth and breadth to our research. Programs and Faculty with specific expertise can attract higher quality students if we can offer assistantships for programs. It will also attract higher quality faculty who are interested in working with students on research. (See 1a, 1b, 1c, 1d above)**
2. **Graduate assistantships should be available to online programs as well. Many programs are successful at providing distance education and could be successful using distance graduate assistants. (See 1a, 1c above)**
3. **Some programs, such as Nursing, can qualify for loan forgiveness programs on the state and federal level. This would be attractive to qualifying students and currently hurts recruitment efforts.**
4. **Development of employer-sponsored tuition reimbursement or scholarship programs. It would be helpful to have a list of any of those that are currently available.**
5. **Many of the national ranking survey (US News) asks about graduate student funding, and this information is part of the ranking on indebtedness.**
6. **Advancement support is needed to provide sponsorship for graduate scholarships. It would helpful to have a Graduate student liaison in Advancement.**
7. **Funding for Graduate Students should be based on a combination of:**
	1. **Percentage of Enrollment**
	2. **Percentage of Instructional Support Fees (ISF)**
	3. **Percentage of Indirect Costs from External Resources (grants)**
8. **Some flexibility for programs to use funding would allow graduate assistant funding to be used for recruiting, diversity, growth and professional programs depending on program needs. We propose to keep the RA/TA/GA funding separate.**

**Doctoral Programs: External Review Handbook
Appendix A
Self-Study Guidelines
Draft of Proposed Language to Include Five Pillars**

**The University of Texas at Tyler**

**Doctoral Program Self-Study Guidelines**

**I. Degree Program Overview**

A. Purpose - include a brief history and description of the program and its alignment with institutional mission and goals; *present summary information on how the program supports each of the five pillars in the 2019-23 UT Tyler Strategic Plan* ~~showcase degree program strengths and awards, identify concerns~~, and outline the future vision.

 **Resource: Program**

 **Request Time: N/A**

B. Program Strategic Plan - describe plans for short-term and mid-range planning 1-3 years out

 **Resource: Program**

 **Request Time: N/A**

## C. Table Summary of Program Curriculum and duration in comparison with peer programs (stated fixed time to degree based on fall semester enrolment for last 3 years)

**Resource: Program**

 **Request Time: N/A**

**Graduate Programs: External Review Handbook
Appendix A
Self-Study Guidelines
Draft of Proposed Language to Include Five Pillars**

**The University of Texas at Tyler**

**Graduate Program Self-Study Guidelines**

**I. Degree Program Overview**

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 **Resource: Program**

 **Request Time: N/A**

B. Program Strategic Plan - describe plans for short-term and mid-range planning 1-3 years out

 **Resource: Program**

 **Request Time: N/A**

## C. Table Summary of Program Curriculum and duration in comparison with peer programs (stated fixed time to degree based on fall semester enrollment) for last 3 years

**Resource: Program**

 **Request Time: N/A**