

AGENDA

Department Chair Council (DCC)

Sept. 14, 2016

JPL 4.04.22 Assembly Room

3:00 PM – 5:00 PM

INVITED PRESENTERS AND GUESTS

3:00-3:30 Interim Provost Mauli Agrawal

3:30-3:40 Assistant Vice Provost for Research Integrity – Mickey Stevenson

CHAIRS ONLY SESSION

3:40-4:00 Introductions

4:00-4:05 Call meeting to order and approval of 5-11-16 minutes

4:05-4:15 Follow-up to Drs. Agrawal

4:15-4:30 Updates: Campus Carry, Graduate School, Post-Doc/Staff Labor Laws

4:20-4:45 New Business

- **Classroom Scheduling**
- **Space (new polices, etc.)**
- **In-State Tuition for Graduate Students Process**

4:45 Wrap Up

Reminder Oct. 12, 2016 is our next meeting in JPL 4.04.22 Assembly Room

THE UNIVERSITY OF TEXAS AT SAN ANTONIO
SUMMARY MINUTES OF THE MONTHLY DEPARTMENT CHAIR'S COUNCIL MEETING
May 11, 2016

Members in Attendance: Chris Reddick, Chunjiang Qian, Eve Browning, Gail Pizzola, Garry Sunter, Gregg Michel, Gregory Elliott, Janis Bush, Jason Yaeger, Joachim Singelmann, Lance Lambert, Marita Nummikoski, Mark Bayer, Martell Teasley, Melody Lo, Miguel Jose Yacaman, Paul LeBlanc, Rajendra Boppana, Raydel Tullous, Richard Hartley, Sharad Asthana, Thelma Duffey, Waldemar Gorski, Xiaohe Xu, Yoris Au, Heather Shipley, Sandy Norman, Xiaohe, Xu,

Members not in Attendance: Vincent Canizaro; Belinda Flores; Enrique Aleman Jr.; Jeremy Sullivan; William Cooke; David Frego; Daniel Engster; Rebekah Smith; Mari Cortez; Yilmaz Hatipkarasulu; Suman Basuroy; Jingyoung Ye; Hai-Chao Han; Robert Cardy;

Guests: Dr. Sandra Welch

The regular monthly meeting of the Department Chair's Council was held on May 11, 2016 at JPL Faculty Center Assembly Room (4.04.02). The meeting was called to order at 3:00 pm by the Council Chair (Norman). Quorum was established with more than 50% of the Department Chairs attending.

OPEN SESSION (3:00 to 4:00 pm)

1. Provost John Frederick
 - a. Talked about next steps after appointment ended as Provost
2. Jess Zapata – VP for Downtown Campus and Academic Affairs
3. Sandra Welch, VP for Accountability & Institutional Effectiveness:
 - Discussed handouts brought on SAC policies
 - Work with Kasey Neece Fielder on how to apply accreditation process to SACs
 - Work with Assoc. Deans to schedule times to meet with colleges to discuss details.

CHAIRS ONLY SESSION (4:00-4:15 pm)

4. The minutes of the April 13, 2016 meeting were read and approved.
5. A brief discussion on assessment was held which concluded with each dept. working with Kasey Neece Fielder to make assessment work for them based on dept. specifics.
6. Discussions under new business:
A brief discussion was held on topics to tackle next academic year.
 - a. Classroom scheduling
 - b. Grad school and masters funding
 - c. Assessment
 - d. Space
 - e. OIT
7. New officers were announced
 - a. Chair Heather Shipley
 - b. Vice Chair Paul LeBlanc
 - c. Secretary Xiaohe Xu
 - d. Parliamentarian David Frego
 - e. HOP Liaison Janis Bush
 - f. Faculty Senate Liaison Sandy Norman
8. Norman adjourned the meeting at 4:15 pm. The next Department Chair Council meeting is scheduled for Wednesday, Sept. 14, 2016 beginning at 3:00 p.m. at the JPL Faculty Center Assembly Room 4.04.22.

Graduate School contact information

The Graduate School

Dean's Office	Dean/Director	Staff	Ext	Location
Vice Provost & Dean of the Graduate School	Dr. DeBrenna LaFa Agbényiga	Ginger Hernandez	6878	GSR 2.210
Marketing Coordinator		Elda Barajas	6409	GSR 2.210
Graduate Admissions				
Director of Graduate admissions	Monica Rodriquez		4723	GSR 2.210
Associate Director of Admissions and International Student Success (Residency)		Ana Leos	4681	GSR 2.210
Graduate Admissions Program Manager		Lindsay O'Day	4549	GSR 2.210
Graduate Admission Counselor Certificates, Master's and Doctoral: COLFA, COACP, COS		Jillian Bam	7405	GSR 2.210
Graduate Admission Counselor Certificate's, Master's and Doctoral: COB Master's: Comp Eng, CJ, EE, PAD Certificate: Nonprofit Admin		Chelsea Heinning	7985	GSR 2.210
Graduate Admission Counselor Certificates, Master's and Doctoral: COEHD Master's: AMEE, AME, CE, ME, SWK		Chelsea Sivas	8888	GSR 2.210
Graduate Recruitment and Student Engagement				
Associate Dean for Academic Affairs & Director of Recruitment and Student Engagement	Dr. Theodora Berry	Manualita Reyes	7293	GSR 2.210
Associate Director of Graduate Student Success and Student Engagement		Jesse Samudio	4823	GSR 2.210
Graduate Recruiter (COPP, COACP, COEHD, COLFA)		Maria Medrana	4335	GSR 2.210
Graduate Recruiter (COB, COS, COLFA, INTL)		Emmanuel Watkins	6946	GSR 2.210
Student Success and Professional Development				
Associate Dean for Research and Professional Development	Dr. Janakiram Seshu	Anahi Rocha	4331	GSR 2.210
Associate Dean and Director of Teaching, Learning, and Professional Development	Dr. Mariela Rodriguez	Manualita Reyes	7293	GSR 2.210
Associate Director of Graduate Student Success		John Shaffer	4111	GSR 2.210
Assistant Director of Graduate Student Success		Cyrus Fernandez	6402	GSR 2.210
Thesis/ Dissertation Officer		Samien Hasanali	4822	GSR 2.210