

Graduate Committee Meeting

Consent Agenda

AY 2023-2024

Meeting Time 10:00 am – 12:00 pm



Graduate Committee Meeting

February 16th, 2023

Consent Agenda

Motion to Approve:

Second:

Motion

Notes:

Instructions for the Graduate Committee:

1. Review all course and program proposals.
2. If you would like to see any proposal moved the standard meeting agenda for discussion, please respond to the post on Teams **by noon, February 15th**. Any item with at least a single committee member's request to move to the full agenda for discussion will be moved.
3. To approve all or remaining items on the consent agenda, a call for a motion to approve the consent agenda will be sent by the Graduate Committee Chair or the Ex-Officio will be sent at approximately **1 p.m. on February 15th**. An initial motion followed by a second will be sufficient to approve all (or remaining items if requests were received to move an item to the full agenda) on the consent agenda.

a) College of Fine Arts

i. School of Music

1) New Course

Name	Type	Comment	Effective Year
MUEN 6128 Mariachi Ensemble	New Course	This is a reactivation of an untaught course.	Spring 24
MUSI 6295 Independent Study	New Course	This is a reactivation of an untaught course.	Spring 24

b) College of Education and P-16 Integration

i. Department of Human Development and Human Services

1) New Program

Name	Type	Comment	Effective Year
Educational Diagnostician	New Program	This program form was processed in the November meeting. The department reached out to OCIA to make an edit to the admission	TBD

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Certification - Online Program		<p>requirements. Here are the edits: 7. Service record or other evidence demonstrating applicant has (or will have by the time of graduation) three (3) years of classroom teaching experience. Of the three years, one two (2) years must be in special education. 8. Service record or other evidence demonstrating applicant has three (3) years of classroom teaching experience.</p>	
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c) College of Business and Entrepreneurship

i. Department of Management

1) Delete Course, Change Program

Name	Type	Comment	Effective Year
BADM 9310 Comprehensive Independent Studies	Delete Course	Untaught course. This course has been untaught for 4+ years. Per THECB untaught rules, the course is being removed. This course is not in a program of study.	Fall 2024
MGMT 6309 Strategic Fundraising Planning for Non-Profit Organizations	Delete Course	Untaught course. This course has been untaught for 5+ years. Per THECB untaught rules, the course is being removed. This is in a long list of electives in the Business Administrative (MBA) and Business Administrative (MBA) – Accelerated Online Program.	Fall 2024
Business Administration (MBA)	Change Program	Proposal to remove MARK 6311 and MGMT 6309 due to being untaught.	Fall 2024
Business Administration (MBA) - Accelerated Online Program	Change Program	Proposal to remove MARK 6311 and MGMT 6309 due to being untaught.	Fall 2024
Business Administration with a Specialization in Marketing (MBA) - Accelerated Online Program	Change Program	Proposal to remove MARK 6311, MARK 6380, MARK 6385 due to being untaught.	Fall 2024

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i. School of Accountancy

1) Delete Course

Name	Type	Comment	Effective Year
ACCT 6323 Accounting Seminar	Delete Course	Untaught course. This course has been untaught for 7+ years. Per THECB untaught rules, the course is being removed. This course is not in a program of study.	Fall 2024
ACCT 6322 Special Topics in Accounting	Delete Course	This course has been untaught for 7+ years. Per THECB untaught rules, the course is being removed. This course is not in a program of study.	Fall 2024

ii. Department of Marketing

1) Delete Course

Name	Type	Comment	Effective Year
MARK 6311 Marketing Strategy for Non-Profits	Delete Course	Untaught course. This course has been untaught for 5+ years. Per THECB untaught rules, the course is being removed. This is in a long list of electives in the Business Administrative (MBA) and Business Administrative (MBA) – Accelerated Online Program. For the Business Administrative with a Specialization in Marketing (MBA) – Accelerated Online Program, the course is in a long list of specialization courses.	Fall 2024
MARK 6380 International Competitiveness	Delete Course	Untaught course. This course has been untaught for 4+ years. Per THECB untaught rules, the course is being removed. This is in a long list of specialization courses in the Business Administrative with a Specialization in Marketing (MBA) – Accelerated Online Program.	Fall 2024
MARK 6385 Hispanic Marketing	Delete Course	Untaught course. This course has been untaught for 4+ years. Per THECB untaught rules, the course is being removed. This is in a long list of specialization courses in the Business Administrative with a Specialization in Marketing (MBA) – Accelerated Online Program.	Fall 2024

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d. College of Engineering and Computer Science

i. Department of Computer Science

1. Delete Course, Change Program

Name	Type	Comment	Effective Year
CSCI 6340 Advanced Software Engineering	Delete Course	Untaught course. This course has not been taught in 4+ years. Per THECB untaught rules the course is being removed from the inventory. This course is an elective for the Computer Science (MS).	Fall 2024
Computer Science (MS)	Change Program	Proposal to remove untaught course CSCI 6340 from the electives section.	Fall 2024

ii. Department of Civil Engineering

2. Delete Course, Change Program

Name	Type	Comment	Effective Year
CIVE 6323 Building Information Modeling	Delete Course	Untaught course. This course has not been taught in 4+ years. Per THECB untaught rules the course is being removed from the inventory. This course is an elective for the Civil Engineering (MS).	Fall 2024
CIVE 6355 Advanced Traffic Engineering	Delete Course	Untaught course. This course has not been taught in 4+ years. Per THECB untaught rules the course is being removed from the inventory. This course is an elective for the Civil Engineering (MS).	Fall 2024
Civil Engineering (MS)	Change Program	Removing CIVE 6323 and CIVE 6355 from the electives section, as they are untaught.	Fall 2024

iii. Department of Mechanical Engineering

3. Delete Course, Change Program

Name	Type	Comment	Effective Year
MECE 6317 Corrosion Engineering	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Materials Certificate, Materials Science and Engineering (Ph.D.), Mechanical Engineering with a Concentration in Materials Engineering (MSE), and Mechanical	Fall 2024

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		Engineering with a General Concentration (MSE).	
MECE 6319 Thin Films Surface Engineering	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Materials Certificate, Mechanical Engineering with a Concentration in Materials Engineering (MSE), and Mechanical Engineering with a General Concentration (MSE).	Fall 2024
MECE 6324 Viscoelasticity Theory	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Materials Certificate, Materials Science and Engineering (Ph.D.), Mechanical Engineering with a Concentration in Materials Engineering (MSE), and Mechanical Engineering with a General Concentration (MSE).	Fall 2024
MECE 6325 Composite Structures Engineering	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Materials Certificate, Materials Science and Engineering (Ph.D.), Mechanical Engineering with a Concentration in Materials Engineering (MSE), and Mechanical Engineering with a General Concentration (MSE).	Fall 2024
MECE 6344 Nonlinear Control Systems	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Mechanical Engineering with a General Concentration (MSE) and the Mechanics and Design Certificate.	Fall 2024
MECE 6373 Viscous Flow II	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the	Fall 2024

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		Mechanical Engineering with a General Concentration (MSE) and the Thermal-Fluid Sciences Certificate.	
MECE 6380 Combustion Engineering	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Mechanical Engineering with a General Concentration (MSE) and the Thermal-Fluid Sciences Certificate.	Fall 2024
Thermal-Fluid Sciences Certificate	Change Program	Proposal to remove untaught courses MECE 6373, MECE 6380, and MECE 6385.	Fall 2024
Materials Certificate	Change Program	Proposal to remove untaught courses MECE 6317, MECE 6319, MECE 6324, and MECE 6325.	Fall 2024
Mechanics and Design Certificate	Change Program	Proposal to remove untaught course MECE 6344.	Fall 2024
Mechanical Engineering with a General Concentration (MSE)	Change Program	Proposal to removed untaught courses MECE 6317, MECE 6319, MECE 6324, MECE 6325, MECE 6344, MECE 6373, MECE 6380, and MECE 6385.	Fall 2024
Mechanical Engineering with a Concentration in Materials Engineering (MSE)	Change Program	Proposal to remove untaught courses MECE 6317, MECE 6319, MECE 6324, and MECE 6325.	Fall 2024
Materials Science and Engineering (Ph.D.)	Change Program	Proposal to remove untaught courses MECE 6317, MECE 6324, and MECE 6325.	Fall 2024

iv. Department of Manufacturing and Industrial Engineering

4. Delete Course, Change Program

Name	Type	Comment	Effective Year
MANE 6328 Dynamic System Modeling and Forecasting	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Engineering Management (MS), Engineering Management (MS) - Online Program, Manufacturing Engineering (MSE).	Fall 2024

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MANE 6346 Polymer Engineering	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Manufacturing Engineering (MSE).	Fall 2024
MANE 6349 Advanced Work Science	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Engineering Management (MS), Engineering Management (MS) - Online Program, Manufacturing Engineering (MSE).	Fall 2024
MANE 6323 Advanced Computer Aided Design	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is on the Engineering Management (MS), Engineering Management (MS) - Online Program, Manufacturing Engineering (MSE).	Fall 2024
Engineering Management (MS)	Change Program	Proposal to remove untaught courses MANE 6328, MANE 6323, and MANE 6349.	Fall 2024
Engineering Management (MS) - Online Program	Change Program	Proposal to remove untaught courses MANE 6328, MANE 6323, and MANE 6349.	Fall 2024
Manufacturing Engineering (MSE)	Change Program	Proposal to remove untaught courses MANE 6328, MANE 6323, and MANE 6349.	Fall 2024

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Graduate Committee Meeting February 16th, 2023

- 1) Chairs Call to Order
- 2) Roll Call

Members:	College:
Wanrong Hou	Business and Entrepreneurship
Dumitru Caruntu	Engineering and Computer Science
Michelle Abrego	Education and P-16 Integration
Katrina Roush	Fine Arts
Lisa Salinas	Health Professions
Rebecca Hernandez	School of Nursing
Kimberly Selber	Liberal Arts, Chair
Wei Lin	College of Science
Candace Robledo	School of Medicine
Denise Longoria	School of Social Work
VACANT	University Library
Can (John) Saygin	Graduate College, Ex Officio
Laura Saenz	Curriculum & Institutional Assessment Office, Ex Officio

- 3) Old Business: Review of Minutes from January 19th, 2023, meeting **(Please respond via Teams regarding any revisions needed to the minutes. If no revisions are requested, then the minutes will be accepted through consent.)**

- 4) New Business: Review of Submissions

a. College of Science

i. School of Mathematical and Statistical Science

1. Change Course – Alexey Garber

Name	Type	Comment	Effective Year
MATH 7100 Thesis Extension	Change Course	Proposal to change the grading basis from Standard Letter to Credit/No Credit.	Fall 2024
MATH 6391 Master's Project	Change Course	Proposal to change the grading basis from Standard Letter to Credit/No Credit.	Fall 2024

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MATH 7301 Thesis II	Change Course	Proposal to change the grading basis from Standard Letter to Credit/No Credit.	Fall 2024
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i. School of Earth, Environmental, and Marine Sciences

1. Change Course, New Course, Delete Course, Change Program – **Diego Figueroa**

Name	Type	Comment	Effective Year
EEMS 6185 Graduate Research	Change Course	Proposal to update the max hours from 5 to 6, as there is a discrepancy between what shows in the catalog and in Banner.	Fall 2024
EEMS 6199 Current Issues in Earth, Environmental, and Marine Science	Change Course	Proposal to update the long title, short title, and course description.	Fall 2024
EEMS 6285 Graduate Research	Change Course	Proposal to update the max hours from 5 to 6, as there is a discrepancy between what shows in the catalog and in Banner.	Fall 2024
EEMS 6485 Graduate Research	Change Course	Proposal to update the repeat code from NR - Non-repeatable to RP - Repeatable and remove max hours. There is a discrepancy between what shows in the catalog and in Banner.	Fall 2024
EEMS 6585 Graduate Research	Change Course	Proposal to update the weekly lecture hours from 3 to 5, repeat code from RP - Repeatable to NR - Non-repeatable, and removal of the max hours. There is a discrepancy between what shows in the catalog and in Banner.	Fall 2024
EEMS 6685 Graduate Research	Change Course	Proposal to update the weekly lecture hours from 3 to 6, repeat code from RP - Repeatable to NR - Non-repeatable, and removal of the max hours. There is a discrepancy between what shows in the catalog and in Banner.	Fall 2024
EEMS 6351 Environmental Justice	New Course	Proposal to add new courses to the Prescribed Electives in the Agriculture, Environmental, and Sustainability Sciences (MS) .	Fall 2024

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EEMS 6370 Descriptive Physical Oceanography	New Course	Proposal to add new courses to the Prescribed Electives in the Agriculture, Environmental, and Sustainability Sciences (MS) . This course has been taught under special topics.	Fall 2024
ENVR 5321 Advanced Soil Ecology	New Course	Proposal to add new courses to the Prescribed Electives in the Agriculture, Environmental, and Sustainability Sciences (MS) .	Fall 2024
ENVR 5322 Advanced Soil Chemistry	New Course	Proposal to add new courses to the Prescribed Electives in the Agriculture, Environmental, and Sustainability Sciences (MS) .	Fall 2024
ENVR 5323 Advanced Soil Physics and Hydrology	New Course	Proposal to add new courses to the Prescribed Electives in the Agriculture, Environmental, and Sustainability Sciences (MS) .	Fall 2024
ENVR 6345 Environmental Systems Modeling	New Course	Proposal to add new courses to the Prescribed Electives in the Agriculture, Environmental, and Sustainability Sciences (MS) .	Fall 2024
MARS 6323 Benthic Ecology	New Course	Proposal to add new courses to the Prescribed Electives in the Agriculture, Environmental, and Sustainability Sciences (MS) and Ocean, Coastal and Earth Sciences (MS) as elective options . This course has been taught under special topics.	Fall 2024
EEMS 6355 Environmental Geophysics I	Delete Course	Untaught course. This course has not been taught in 6+ years. Per THECB untaught rules the course is being removed from the inventory. This course is in a long list of electives for the Agricultural, Environmental, and Sustainability Sciences (MS).	Fall 2024
EEMS 6885 Graduate Research	Delete Course	Proposal to remove the 8-hour version of this course. Per the degree plan, students can only earn 6 hours of Graduate Research.	Fall 2024
ENVR 5350 Environmental Planning and Permitting	Delete Course	Untaught course. This course has not been taught in 6+ years. Per THECB untaught rules the course is being removed from the	Fall 2024

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		inventory. This course is in a long list of electives for the Agricultural, Environmental, and Sustainability Sciences (MS).	
ENVR 6350 Environmental Management	Delete Course	Untaught course. This course has not been taught in 6+ years. Per THECB untaught rules the course is being removed from the inventory. This course is in a long list of electives for the Agricultural, Environmental, and Sustainability Sciences (MS).	Fall 2024
GEOL 5170 Topics in Geology Lab	Delete Course	Untaught course. This course has not been taught in 7+ years. Per THECB untaught rules the course is being removed from the inventory. This course is in a long list of electives for the Ocean, Costal, and Earth Sciences (MS).	Fall 2024
MARS 5426 Advanced Marine Ecology	Delete Course	Untaught course. This course has not been taught in 6+ years. Per THECB untaught rules the course is being removed from the inventory. This course is in a long list of electives for the Agricultural, Environmental, and Sustainability Sciences (MS) and Ocean, Costal, and Earth Sciences (MS).	Fall 2024
MARS 5452 Advanced Marine Zoology	Delete Course	Untaught course. This course has not been taught in 6+ years. Per THECB untaught rules the course is being removed from the inventory. This course is in a long list of electives for the Agricultural, Environmental, and Sustainability Sciences (MS) and Ocean, Costal, and Earth Sciences (MS).	Fall 2024
Agricultural, Environmental, and Sustainability Sciences (MS)	Change Program	Proposal to add new courses EMMS 5342, EEMS 6351, EEMS 6370, ENVR 5321, ENVR 5322, ENVR 5323, ENVR 5345, and MARS 6323 to the Prescribed Electives section. The following are being removed from the Prescribed Electives section due to being untaught: EEMS 6355, ENVR 5350, ENVR 6350, MARS 5426, MARS 5452, BIOL 5344, BIOL 5346, BIOL 5422, BIOL 5424, BIOL	Fall 2024

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		5426, BIOL 5427, BIOL 5452, BIOL 6404, and BIOL 6420. The biology courses will be submitted for review in the March meeting. An MDA will be submitted for previous catalogs to use new courses.	
Ocean, Coastal and Earth Sciences (MS)	Change Program	Proposal to add EEMS 6199 as an alternative for EEMS 6100 in the required course section. There is an addition of EEMS 6370 and MARS 6323 to the prescribed electives. The following are being removed from the Prescribed Electives section due to being untaught: MARS 5426, MARS 5452, and GEOL 5170. An MDA will be submitted for previous catalogs to use new courses.	Fall 2024

b. College of Health Professions

i. Department of Physicians Assistant Studies

1. Change Program – Lisa Kuhn and Frank Ambriz

Name	Type	Comment	Effective Year
Physician Assistant Studies (MPAS)	Change Program	Proposal to add a three "C" rule in progression requirements. Students will be dismissed upon earning three "C" grades in the program. Note to the committee: In AY 22 – 23, substantive changes to this program were approved by the Graduate Committee. The previous changes were not implemented in the AY 23-24 catalog due to accreditation regulations. The previously approved changes can now be implemented. The proposed three "C" rule change will be added to AY 24 – 25 catalog and combined with the changes previously approved. Please see the link to the archived form.	Fall 2024

c. College of Liberal Arts

i. Proposal GRE Removal for College of Liberal Arts – Pamela Anderson-Mejias

Program Catalog Page	Current Admission Requirements
Communication (MA)	1. Bachelor's degree from a regionally accredited institution in the United States or a recognized international equivalent in Communication, Business, Social Science, or related field.

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	<ol style="list-style-type: none">2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours.3. GRE General Test. GRE test scores are valid for 5 years. A waiver of the GRE requirement will be granted to applicants who show proof of completing a graduate degree (master's or doctoral).4. Three letters of recommendation from professional or academic sources.5. Personal statement (500 words) detailing professional goals and reasons for pursuing the graduate degree.
History (MA)	<ol style="list-style-type: none">1. Bachelor's degree from a regionally accredited institution in the United States or a recognized international equivalent in a similar or related field.2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours.3. Minimum of 12 hours of upper-division and 9 hours of lower-division History course work.4. Personal statement detailing professional goals and reasons for pursuing the graduate degree.5. Two letters of recommendation from professional or academic sources.6. GRE General Test. GRE test scores are valid for 5 years. A waiver will be granted to applicants who show proof of completing a graduate degree (Master's or doctoral).7. Writing sample of at least five pages with citations and bibliography
English (MA) – All concentrations	<ol style="list-style-type: none">1. Bachelor's degree from a regionally accredited institution in the United States or a recognized international equivalent in English or a minimum of 12 upper-level undergraduate hours in English or related field.2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours.3. GRE General Test. GRE test scores are valid for 5 years. A waiver of the GRE requirement will be granted to applicants who show proof of completing a graduate degree (master's or doctoral).4. Writing sample, a written academic paper suitable for an upper-division course
Political Science (MS) – both concentrations	<ol style="list-style-type: none">1. Have completed at least 12 hours of undergraduate courses in Political Science and/or Public Policy, including POLS 2370 (Introduction to Political Science Research, with a statistics lab).2. Minimum 3.0 GPA on a 4.0 scale for the last 60 hours completed in major coursework, and a minimum 3.0 GPA on a 4.0 scale in undergraduate political science coursework.3. GRE scores in verbal and quantitative sections.4. Three (3) letters of recommendation from individuals who are qualified to judge the student's academic and professional potential.5. Statement of Purpose (1 or 2 pages) describing the applicant's interest in political science, major field of study, and career goals.

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	<ol style="list-style-type: none">6. Curriculum vitae/resume of educational background, including any volunteer and/or work experience.
Clinical Psychology (Ph.D.)	<ol style="list-style-type: none">1. A bachelor's degree from a college or university accredited by the appropriate regional accrediting agency or foreign equivalent.2. A minimum of 18 credit hours of psychology. Although a variety of psychology courses are acceptable, applicants will ideally have completed courses in Statistics, Research Methods, Abnormal Psychology, Personality, and Biological/Physiological Psychology.3. A minimum grade point average of 3.0 on a 4.0 scale for undergraduate coursework. Applicants who have completed graduate courses must also have a GPA of 3.0 on a 4.0 scale.4. GRE scores for both the GRE General Test (verbal, quantitative, and analytical) and the GRE Psychology Subject Test. The GRE General Test score is due by the December 1st deadline and proof of registration for the GRE Psychology Subject Test is due by January 31st.5. Official transcripts.6. Current resume/CV.7. A 1-2 page personal statement that addresses their professional goals, why they are interested in pursuing a Ph.D. in Clinical Psychology, and what interests them about our program in particular. Applicants should state whether they are bilingual English/Spanish with respect to written and spoken language. Applicants should submit a rank order clearly identifying their top three faculty they are interested in working with and why.8. Writing sample that best demonstrates their scholarly writing skills in psychology or a related field. This can be a class paper, thesis, conference paper, published article, or other written scholarly paper.9. Three letters of recommendation from academic or professional sources, familiar with the applicant's professional or educational capabilities. At least two of these letters must come from faculty who have taught and/or have provided research mentorship to the applicant.
Clinical Psychology (MA)	<ol style="list-style-type: none">1. Bachelor's degree from a regionally accredited institution in the United States or a recognized international equivalent in a similar or related field.2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours.3. GRE general test taken with preferred minimum scores of 153 Verbal and 144 Quantitative. GRE test scores are valid for 5 years.4. Three letters of recommendation from professional or academic sources.5. Essay (1500 words) detailing professional goals and reasons for pursuing the graduate degree.6. Resume
Experimental Psychology (MA)	<ol style="list-style-type: none">1. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours.

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	<ol style="list-style-type: none">2. GRE General Test. Preferred minimum scores: 153 Verbal and 144 Quantitative. GRE test scores are valid for 5 years.3. Undergraduate course in statistics and/or research methods with a grade of B or higher.4. Three letters of recommendation from professional or academic sources.5. Letter of Intent (400-500 words) detailing professional goals and reasons for pursuing the graduate degree.
Disaster Studies (MA)	<ol style="list-style-type: none">1. Undergraduate degree from any major2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours. If applicant does not meet minimum undergraduate GPA criterion, the GRE general test score is required for conditional admission. GRE test scores are valid for 5 years.
Sociology (MS)	<ol style="list-style-type: none">1. Bachelor's degree from a regionally accredited institution in the United States or a recognized international equivalent in a similar or related field.2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours.3. GRE General Test. GRE test scores are valid for 5 years. A waiver of the GRE requirement will be granted to applicants who show proof of completing a graduate degree (master's or doctoral).4. Two letters of recommendation from professional or academic sources.5. Personal statement detailing professional goals and reasons for pursuing the graduate degree.
Spanish (MA) – all concentrations	<ol style="list-style-type: none">1. Bachelor's degree in Spanish from a regionally accredited institution in the United States or a recognized international equivalent. Applicants that do not hold a BA in Spanish must have completed a minimum of 12 hours of Spanish at the advanced undergraduate level with a GPA of 3.0 in those 12 hours.2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours.3. GRE General Test. GRE test scores are valid for 5 years. A waiver of the GRE requirement will be granted to applicants who show proof of completing a graduate degree (master's or doctoral).4. Academic paper written in Spanish for an upper-level undergraduate course.5. Three letters of recommendation from professional or academic sources.6. Letter of intent.7. Personal interview (online or in person).
English as a Second Language (MA)	<ol style="list-style-type: none">1. Bachelor's degree from a regionally accredited institution in the United States or a recognized international equivalent in a similar or related field.2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours. If applicant does not meet the minimum undergraduate GPA criterion, GRE general test with minimum scores of 153

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	<p>Verbal, and 4.0 Analytical are required for conditional admission</p> <ol style="list-style-type: none"> 3. Letter of intent demonstrating interest in the program and articulation of goals 4. Resume including education and work experience 5. English language ability will be judged on the resume and submitted letter of intent; therefore, applications should be certain to use appropriate, formal academic English 6. Non-native English speakers who did not graduate from an English-medium high school and university must meet the minimum language proficiency requirements
<p>Spanish Translation and Interpreting (MA) - Online Program</p>	<ol style="list-style-type: none"> 1. Bachelor's degree from a regionally accredited institution in the United States or a recognized international equivalent in a similar or related field. 2. Undergraduate GPA of at least 3.0 in the last 60 semester credit hours. 3. GRE general test. Minimum scores: 146 Verbal and 4.0 Analytical Writing. 4. Three letters of recommendation from professional or academic sources. 5. Satisfactory performance on the translation of a document from English to Spanish and from Spanish to English. 6. Personal interview (online or in person).

d. Graduate College

ii. Update to Policy – Sandra Hansmann

Name	Type	Comment	Year
Graduate Student Standing and Probation	Policy Update	Language is being added to clarify that students must be in good academic standing to hold assistantships at the master's and doctorate levels. Language is being added to the academic suspension portion for both master's and doctorate students to include AOP terms, and information about what happens after a student has been suspended.	AY 24 - 25
Graduate Registration and Enrollment	Policy Update	The Leave of Absence policy is being updated to clarify process and other information related to a master or doctorate student when applying to get a leave of absence.	AY 24 - 25

5. Announcements or Other Informational Items

a. Next meeting – March 22nd

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The University of Texas
Rio Grande Valley

6. **Adjournment**

GC Approved 2.2024 DRAFT LEAVE OF ABSENCE POLICY

Current Catalog Policy (Approved 02/04/2022 GC)	Proposed Policy
<p>Leave of Absence A Leave of Absence (LOA) is a temporary cessation of degree-seeking study and may be granted for no more than two (2) consecutive long semesters or four (4) consecutive modules up to one (1) year for documented medical reasons or other unavoidable circumstances (e.g., active military duty, etc.).</p> <p>Students enrolled in Accelerated Online Programs (AOP) are not required to submit an LOA for leaves of 1 module; however, AOP students who anticipate leave of 2 or more modules should submit.</p> <p>Students requesting a leave of absence must be enrolled and in good academic standing at the time of the request. Leave requests must be approved in advance of the start date by the thesis/dissertation chair (if applicable), the Graduate Program Coordinator, Department Chair or Director, Dean of the Academic College, and the Dean of the Graduate College.</p> <p>During a leave of absence, students may not participate in student employment or other activities and services that require enrollment. During a leave of absence, students may not take any UTRGV courses without terminating their leave.</p> <p>The student on leave may be required to reapply for admission to return to the University, but readmission during the approved period of leave is automatic and any application fees are waived.</p> <p>A leave of absence does not change the time limit for completion of the student's graduate program of study.</p>	<p>A Leave of Absence (LOA) provides a mechanism for students experiencing unusual circumstances such as personal or familial health-related issues; major financial or employment issues; and other serious circumstances that interfere with the ability to undertake graduate study to be exempt temporarily from the continuous enrollment policy.</p> <p>An approved LOA stands in lieu of the continuous enrollment policy for each semester/module during which the LOA is approved. However, time on leave counts toward University, Graduate College, or program time limits for the degree being sought.</p> <p>A student may request a leave of absence for one or two consecutive semesters in the same academic year.</p> <p>Students do not need to submit an LOA for summer semesters unless their program of study requires summer enrollment, with the exception of students enrolled in Accelerated Online Programs (AOP). AOP students are not required to submit an LOA for leaves of 1 module; however, AOP students who anticipate leave of 2 or more modules should submit.</p> <p>During a leave of absence, students may not use UTRGV facilities, resources, or services designed or intended only for enrolled students; receive a graduate assistantship, fellowship, student travel funds, or financial aid from the University; or take any UTRGV courses. Students on leave may not conduct research, serve as principal investigators, serve on committees, or participate in student government or student organizations.</p> <p>An approved leave of absence does not exempt students from the enrollment requirements of other programs, offices, and agencies such as the Veterans Administration, Immigration and Naturalization Service, and federal financial aid programs.</p>

	<p>An approved leave of absence does not guarantee that student employment, assistantships, scholarships, or other student funding available at the time of the LOA will remain available when the student returns.</p> <p>It is the student's responsibility to apply for a leave of absence in a timely fashion. A leave of absence will not be granted retroactively after the end of the semester or module.</p>
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Updates to Academic Standing Wording February 2024

The wording highlighted in blue is new and proposed to clarify the current policy and procedures.

MASTERS ACADEMIC STANDING, ACADEMIC PROBATION, AND ACADEMIC SUSPENSION

Good Academic Standing

For a master's-level graduate student to remain in good academic standing, the student must maintain a cumulative and semester or module grade point average of 3.0 (on a 4.0 scale) and meet their department's academic progress criteria toward degree completion. The GPA calculation will include all master's level coursework.

The minimum GPA of 3.0 is based on all course work taken, regardless of whether the courses are part of the student's degree plan. Some programs may require a higher minimum GPA in the program or in specific courses for progression into subsequent courses.

Students must be in good academic standing to hold assistantships.

Academic Probation— A student whose GPA falls below a 3.0 cumulatively or in a given semester or module is placed on academic probation the next semester or module. Within the probationary semester or module, the student's cumulative and semester or module GPA must return to 3.0 or the student will be suspended.

Academic Suspension— Probationary students who do not raise their GPA to the minimum 3.0 GPA at the end of the probationary semester **or module** are suspended **for the following semester or module**. A student who receives an F in any course is suspended **for the following semester or module** without a probationary semester or module regardless of cumulative GPA.

Suspended students who nevertheless register or have registered prior to completion of the semester in which academic standing is determined will be dropped from coursework. **However, during the suspension semester or module, students may file appeals, use campus resources and facilities that do not require enrollment, and may complete incomplete coursework.**

Suspension Appeals

To continue graduate studies, suspended students must **submit an appeal** through the Graduate Program Coordinator and the Academic College Dean to the Graduate College Dean, and upon approval, may continue in the program of study.

Dismissal— Students whose suspension appeals are not approved are dismissed. Students who do not meet the conditions of an approved reinstatement appeal are dismissed.

DOCTORAL ACADEMIC STANDING, ACADEMIC PROBATION, AND ACADEMIC SUSPENSION

Good Academic Standing

For a doctoral-level graduate student to remain in good academic standing, the student must maintain a cumulative GPA of 3.25 (on a 4.0 scale), maintain a semester or module GPA of 3.25, and maintain a 3.25 in 8000 and 9000 level coursework. Some programs may require a higher minimum GPA in the program or in specific courses for progression into subsequent courses.

Students must be in good academic standing to hold assistantships.

Academic Probation— A student who does not meet the 3.25 GPA requirements as specified above is placed on academic probation the next semester or module. Within that probationary semester or module, the semester or module and cumulative GPA must return to 3.25 or the student will be suspended.

Academic Suspension— Probationary students who do not raise their GPA to the minimum 3.25 GPA at the end of the probationary semester or module are suspended for the following semester or module. A student who receives an F in any course is suspended for the following semester or module without a probationary semester or module regardless of cumulative GPA.

Suspended students who nevertheless register or have registered prior to completion of the semester in which academic standing is determined will be dropped from coursework. However, during the suspension semester or module, students may file appeals, use campus resources and facilities that do not require enrollment, and may complete incomplete coursework.

Suspension Appeals - To continue graduate studies, suspended students must [submit an appeal](#) through the Graduate Program Coordinator and the Academic College Dean to the Graduate College Dean, and upon approval, may continue in the program of study.

Dismissal— Students whose suspension appeals are not approved are dismissed. Doctoral students must also meet departmental and institutional academic progress criteria toward doctoral degree completion. Not meeting academic progress requirements may result in the student being placed on academic probation or suspension by the Program through the Dean of the Academic College. Students suspended or dismissed under program or academic college policies may submit an [Academic Appeal](#).