

Graduate and Professional Council Meeting Minutes

Thursday 4 May 2023

Nagle 113; [Zoom Link](#)

Meeting ID: 917 8225 0677

Passcode: GPC2223

ATTENDEES

In-Person

Fuhui Tong, *Chair*

Mark C. Gleason, *Administrative Assistant*

Trent Smith (Graduate and Professional School)

Online

Mary Bryk (Agriculture and Life Sciences), Katie Reed (Architecture), Adam Seipp (Arts and Sciences), Dwight Garey (Business), Beverly Irby (Education and Human Development), Hank Walker (Engineering), Maria Escobar-Lemmon (Government and Public Service), Charlotte Ku (Law), Mansoor Khan (Pharmacy), Tamika Gilreath (Public Health), Courtney Starrett (Performance, Visualization, and Fine Arts), William Murphy (Veterinary Medicine and Biomedical Sciences), Luz Herrera (Faculty Senate)

Alicia Dorsey (Provost), Sandra Williams (Registrar), Angel Carrizales (Curricular Services), Mike Alexander (Business), Ashlee Treadaway (Government and Public Service), Kim Luttmann (Dentistry), Kathie Smith (Veterinary Medicine and Biomedical Sciences)

DISCUSSION ITEMS

1. **Degree Equivalency Request** (Government and Public Service) – *Attachment 1 (Approved)*
2. **Major-Dependent Waivers for Graduate Certificates** (Dentistry) – *Attachment 2*
3. **Standardized Test Score Requirements for Graduate Certificate Programs** (Graduate and Professional School) – *Attachment 3 (Approved)*
4. **Notification of GRE Requirement Removal**
 - International Affairs (INTA) – *Attachment 4*
 - MIA-International Affairs
 - Water Management and Hydrological Sciences (WMHS) – *Attachment 5*
 - MS-Water Management and Hydrological Science
 - MWS- Water Management and Hydrological Science
 - PHD- Water Management and Hydrological Science
5. **Standardized Test Score Requirement Requests (Approved)**
 - New
 - Anthropology (ANTH) – *Attachment 6*
 - MS-Maritime Archaeology and Conservation (Thesis Option, On-Campus)
 - Renewals

- Agricultural Economics (AGEC) – *Attachment 7*
 - PHD-Agricultural Economics
- Construction Science (COSC) – *Attachment 8*
 - PHD-Construction Science (On-Campus)
 - MS-Construction Management (Thesis Option, On-Campus)
 - MS-Construction Management (Non-Thesis Option, On-Campus)
- Economics (ECON) – *Attachment 9*
 - PHD-Economics
- Industrial and Systems Engineering (ISEN) – *Attachment 10*
 - MEN-Industrial Engineering (Non-Thesis Option, On-Campus)
 - MEN-Industrial Engineering (Non-Thesis Option, Distance)
 - MS-Industrial Engineering (Thesis Option, On-Campus)
 - MS-Industrial Engineering (Non-Thesis Option, On-Campus)
 - MS-Engineering Management (Thesis Option, On-Campus)
 - MS-Engineering Management (Thesis Option, Distance)
 - MS-Engineering Management (Non-Thesis Option, On-Campus)
 - MS-Engineering Management (Non-Thesis Option, Distance)
 - MEN-Systems Engineering (Non-Thesis Option, On-Campus)
 - CERT-Industrial Data Analytics (Non-Thesis Option, On-Campus)
 - CERT-Industrial Data Analytics (Non-Thesis, Distance)
 - PHD-Industrial Engineering (Thesis Option, On-Campus)
- Mathematics (MATH) – *Attachment 11*
 - MS-Mathematics (On-Campus)
 - PHD-Mathematics
- Mays Business School (CLBA) – *Attachment 12*
 - MBA-Business Administration (On-Campus, Distance)
 - MBA-Business Administration/MS-Analytics Combined Program (On-Campus)
 - MBA-Business Administration/MS-Analytics Combined Program (Distance)
 - MBA-Professional Master of Business Administration (Distance)
 - MS-Business
 - PHD-Business Administration
 - PHD-Management
 - MRE-Land Economics and Real Estate
 - MS-Finance
 - MS-Quantitative Finance
 - MS-Management Information Systems (On-Campus)
 - MS-Human Resource Management
 - MS-Marketing

- Psychological and Brain Sciences (PBSI) – *Attachment 13-14*
 - MS-Psychological Sciences (Non-Thesis Option, On-Campus)
 - PHD-Industrial/Organizational Psychology
 - Petroleum Engineering (PETE) – *Attachment 15*
 - MEN-Petroleum Engineering (On-Campus)
 - MEN-Petroleum Engineering (Distance)
 - MS-Petroleum Engineering (On-Campus)
 - PHD-Petroleum Engineering (On-Campus)
 - Teaching, Learning, and Cultures (TLAC) – *Attachment 15*
 - EDD-Curriculum and Instruction (Distance)
6. **Graduate and Professional Council Standard Operating Procedures Review [Update]** (Graduate Policies and Standards Committee)

CONSENT AGENDA (**Approved**)

1. Course Changes

[COSC 601: Construction Practices](#)

[CVEN 628: Advanced Hydraulic Engineering](#)

[ENTC 641: Data Analysis, Simulation and Experimental Methods for Industry](#)

[GEOL 642: Past Climates](#)

[MKTG 670: Professional Development and Trending Topics](#)

[MKTG 671: Innovation and Product Management](#)

[MTDE 609: Patent Law for Engineers](#)

[NUEN 625: Neutron Transport Theory](#)

[NUEN 681: Seminar](#)

[SENG 660: Risk Engineering](#)

2. New Courses

[ENTC 682: Research Methodology](#)

[ISTM 662: Management of the Technology Organization](#)

[MTDE 606: Law for Entrepreneurs in Engineering](#)

[MTDE 608: Intellectual Property for Engineering](#)

[MTDE 614: Skills for Technology Leadership](#)

[OCNG 624: Machine Learning in Environmental Sciences](#)

[PHEB 632: Global Health Epidemiology](#)

[PVFA 600: School of Performance, Visualization & Fine Art Study Abroad](#)

[PVFA 683: Interdisciplinary Arts Practicum](#)

3. Combined Programs

[BS/MS-INEN/FINC-BBU: Industrial Engineering - 5-year Bachelor of Science/ Master of Science in Finance](#)

[BBA/MFM-ACCT/FINM-YF5: Accounting – 5-year Bachelor of Business Administration and Master of Financial Management](#)

[BBA/MS-ACCT/CLBA-YR5: Accounting - 5-year Bachelor of Business Administration and Master of Science](#)

CURRICULAR ITEMS

1. New Courses

[INTA 725: Foreign Policy Process](#) (**Approved, with edits**)

[MATH 634: Stochastic Calculus](#) (**Approved, with edits**)

[MSCI 626: Principles of Successful Fellowship Writing for the Medical Sciences](#) (**Tabled**)

[MSCI 627: Physical Exam Skills and Patient Communication](#) (**Approved, with edits**)

[NUEN 616: Small Modular Reactors and Microreactors](#) (**Tabled**)

[PETE 668: RSVR Non-PETE Assets - Geothermal Energy, Compressed Gas Energy Storage, Carbon Sequestration](#) (**Tabled**)

[PETE 687: Machine Learning for Petroleum Engineers Using Python](#) (**Tabled**)



TEXAS A&M UNIVERSITY

The Bush School

of Government & Public Service

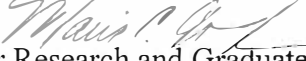
ADMISSIONS OFFICE

Attachment 1

April 24, 2023

MEMORANDUM

TO: **Dr. Fuhui Tong**
Interim Associate Provost and Dean Graduate and Professional School
Texas A&M University

THROUGH: **Dr. Maria Escobar-Lemmon** 
Professor and Associate Dean for Research and Graduate Studies
The Bush School of Government & Public Service

FROM: **Ms. Kathryn Meyer and Ms. Ashlee Treadway**
Graduate Admissions Office
The Bush School of Government & Public Service



SUBJECT: **Exemption for Degree Equivalency Requirement Request for Nesa Marku**

The Bush School Admissions Office is requesting an exception to the degree equivalency requirement for a Fulbright recipient: Ms. Nesa Marku. To justify this request we are providing a brief background, a justification the exception, and a future path forward.

Background:

Nesa Marku, from Macedonia, started pursuing a Bachelor's in International Relations at Blanquerna Ramon Lull in Barcelona in Sept 2018 before transferring to the University American College in Skopje in February 2019. She graduated in May 2022, with a 3.24 GPA with a BA in International Relations and Diplomacy. Her diploma supplement states the program duration as 3 (three) years, which was missed when the Bush School Admissions Office processed her application. As a result, Ms. Marku's entire applicant file (including academic performance, experience, personal statement, international experience essay, resume) were sent to the International Affairs Admissions Committee to evaluate. They decided she was a promising candidate and invited her to interview with two members of our faculty. Ms. Marku did exceptionally well in our interviews, impressing faculty with her international experience and focus on intelligence studies. On March 9, she was offered admission to the Bush School's Master of International Affairs and the decision was sent to Texas A&M Admissions to process. We mistakenly thought her degree would be evaluated for equivalency at this point and critically, that this evaluation would take place prior to an admission offer being sent to her. This did not occur and her admission record was activated on March 10th; she accepted the offer one month later.

The Fulbright office then notified the other universities that that she declined their admissions offers and began the immigration paperwork to ensure she could enroll with us by mid-August.

To our dismay, on April 17, we were notified by Texas A&M Admissions that Nesa Marku's degree is a 3-year degree that does not meet TAMU standards for a bachelor's degree and we cannot admit her. The Institute for International Education (who administers Fulbright Awards) directed us to request an exception in order to move Ms. Marku forward in their process and allow her to enroll at Texas A&M for the Fall 2023 semester. Fulbright's admission process (described below) means that IIE has already declined her admission offers at other universities; essentially, we will leave Ms. Marku stranded and burn bridges with IIE if we do not obtain this exception.

Factors which led us to admit Nesa Marku and which we believe qualify her for an exception to the degree equivalency requirement.

- Nesa Marku was selected through a competitive process to receive a Fulbright award to study in the United States. This places her in the category of high achieving students who we want to attract to our program and who possess the academic qualifications to succeed in our program.
- We perform a complete and thorough holistic review of applicants with additional steps to ensure that we can evaluate international applicants equally. (See the appendix describing our admission steps for international students.) This process revealed her to be highly qualified.
- The courses which Nesa Marku has completed (her full transcript is attached) are broadly consistent with the core curriculum which would be required for an undergraduate major in International Studies (the BA degree we offer) with a few exceptions, none of which give us pause about her preparation for this degree:
 - She has not taken Life & Physical Sciences
 - She has not taken 6 credits of U.S. History, although she has taken other history classes.
- She has completed coursework that would be broadly comparable to coursework in the major for a student graduating with our undergraduate degree.

This combination of factors, combined with her superb performance on the interview with faculty, gives us confidence that Ms. Marku has the background and preparation necessary to be successful in the Master of International Affairs program.

A Recurrent Problem, especially with Fulbright, for which we are seeking long-term solutions

The Bush School's Admissions Department works each year with the Institute of International Education (IIE) in processing Fulbright applications to both our Master of Public Service and Administration and Master of International Affairs. IIE applies on the applicants' behalf, serving as the primary contact. Our Bush School faculty and staff review their application, evaluate their supporting materials, and conduct interviews with the most promising. As it stands right now:

- IIE Fulbright evaluates all offers for the applicant and places applicants in colleges/programs across the US. We are not allowed to communicate with the applicant directly. IIE Fulbright Office evaluates all offers an applicant receives and places the applicant in a specific university. The applicant rarely decides where he/she will attend.

- When students have been placed, IIE Fulbright:
 - emails Bush School Admissions letting us know which applicants have been placed in our program/college,
 - emails the applicants to let them know which college/program they've been placed in,
 - For applicants placed in the Bush School, IIE Fulbright also forwards them the email above from TAMU Admissions (with the UIN) and instructs them to create a NetID/Login to accept their offer in Howdy.
 - notifies the other universities of the decision (declining others when accepting ours),
 - and starts the immigration paperwork process for the applicant.
- If the applicant accepts the Fulbright and admission offer, it takes another few business days for the applicant's status to update to that of an admitted student. Once the applicant's status is updated to admitted, **the Texas A&M Admissions Office sends an admission letter to the applicant's physical address.** Only then can the applicant (now student) proceed with registration, etc.

This process worked until TAMU Admissions changed their process in Fall 2021 to require applicants to accept their offer of admission before reviewing their transcripts.

After this incident, we asked Texas A&M Admission to immediately review for degree equivalencies the other 14 IIE Fulbright applications we received this cycle. We were told two others had 3-year equivalencies for their bachelor's degrees and two more needed further research. Of those, three were offered admission in March, but IIE had not provided a decision yet. We have since rescinded those offers based on the degree evaluations. The other applicant was still under review, but will now be denied admission.

We cannot have IIE Fulbright doubt our intentions, or they will no longer place promising candidates with our programs. IIE pushed us to identify: WHEN do they know when an applicant is cleared for admission making it safe for them to place an applicant in our program and decline the rest? As an immediate solution for Fulbright applicants, the Texas A&M Admissions Office has agreed to evaluate transcript(s) to ensure applicants' degrees are US 4-year degree equivalent before we consider them for admission. This will avoid the embarrassing step where we have to rescind an admission offer.

We are working with the Office of Admissions to determine a clear process for non-Fulbright applicants to ensure a quick and timely review of applications and to ensure this happens after we make a decision, but before we notify the applicant of admission. We will verify that process works prior to issuing decisions during the Fall 2024 admission cycle.



Republic of North Macedonia



University American College Skopje
Bul. Treta makedonska brigada No. 60, 1000 Skopje

School of Political Science

Bul. Treta makedonska brigada No. 60, 1000 Skopje

ID 4466

Pursuant to article 155 from the Higher Education Act („Official Gazette of the Republic of Macedonia“ No. 81/18) Article 12 from the Rulebook on the content and form of the diploma, the instruction for the preparation of the diploma supplement and other public documents („Official Gazette of the Republic of Macedonia“ No. 102/18), Article 10 of the Law on National Qualifications Framework („Official Gazette of the Republic of Macedonia“ No.137/13) and Article 115 of the Statute of the University American College Skopje – Skopje, the School of Political Science has issued the following.

O F F I C I A L T R A N S C R I P T

of courses passed in First Cycle of Studies

Study program	International Relations and Diplomacy
Main field of study	/
Name, parent's name and family name	Nesa Fisnik Marku
Date and place of birth	29.07.1999, Skopje, Republic of Macedonia
Citizenship	Macedonian / Citizen of the Republic of North Macedonia
Academic year of enrollment	2019

The student has passed the following courses

No	Course Cod	Course Title	Notional Learning Time	Numerical Grade	Letter Grade	ECTS Credits	Course type (mandatory/elective)
1	LANG 1001	Composition 1	150	3.00	B	6	m
2	MNGT 1001	Introduction to Management	150	3.67	A-	6	e
3	POLT 1051	Introduction to International Relations	150	4.00	A	6	m
4	ANSO 1001	Sociology	150	3.67	A-	6	m
5	ADMN 2301	Administrative Law and Public Administration	150	3.33	B+	6	m
6	INTL 2001	EU Structures and Institutions	150	3.00	B	6	m
7	INTL 2107	International Security	100	4.00	A	4	m
8	LEGL 2600	Constitutional Law	150	3.67	A-	6	m
9	POLT 3401	Public Policy	150	3.67	A-	6	e
10	ANSO 1501	Literature, Film and Politics	150	3.67	A-	6	e
11	POLT 2130	Regional Autonomy and Local Self-governance	150	2.67	C+	6	e

No	Course Cod	Course Title	Notional Learning Time	Numerical Grade	Letter Grade	ECTS Credits	Course type (mandatory/ elective)
12	POLT 2250	Media and Politics	150	3.00	B-	6	e
13	POLT 2400	Contemporary Political Systems	150	3.67	A-	6	m
14	POLT 2200	Electoral Systems	150	3.67	A-	6	e
15	INTL 3803	International Organizations and Institutions	200	3.33	B+	8	m
16	POLT 3353	Theory and History of Diplomatic Relations	200	3.67	A-	8	m
17	HRTS 3503	International Human Rights	200	2.67	B-	8	m
18	ECON 1101	Introduction to Macroeconomics	150	2.00	C	6	m
19	HRTS 3001	Migrations and Refugees	150	3.67	A-	6	e
20	INTB 2651	International Business	150	3.67	A-	6	m
21	LEGL 2650	International Public Law	150	0.67	D-	6	m
22	MACL 1208	Macedonian Language	40	1.00	D	1.5	m
23	POLT 3001	Globalization, World Politics and USA	150	3.00	B	6	m
24	POLT 3381	Multiculturalism	150	3.67	A-	6	e
25	LANG 0900	English Language 1	150	4.00	A	6	e
26	POLT 1001	Introduction to Politics	150	4.00	A	6	m
27	PSYC 1001	Psychology	150	2.67	B-	6	e
28	CSCI 1001	Computer Applications 1	150	4.00	A	6	e
29	HIST 1001	History of Modern Europe	100	3.67	A-	4	m
30	CPT 1009	Internship	100		P	4	m
31	CPT 3001	Project and Internship	150		P	6	m
		Total	4540	3.24	B+	181.5	

I. Partial academic program completion:

The student has passed only / courses from the complete program listing of / courses and has been awarded / ECTS credits.

II. Completely realized study program:

The student has passed all course requirements and completed the academic program according to the requirements prescribed with an average grade of B+ (GPA 3.24) and cumulative total of 181.5 ECTS credits and has been awarded the qualification level VI B and a university degree:

Bachelor of Arts in International Relations and Diplomacy

School of Political Science

Prof. Ivan Dodovski, PhD

Dean





UNIVERSITY AMERICAN COLLEGE SKOPJE

Bul. Treta makedonska brigada no. 60, 1000 Skopje, Republic of North Macedonia

D I P L O M A S U P P L E M E N T

1. INFORMATION SPECIFYING THE HOLDER OF QUALIFICATION

1.1 Given name	NESA
1.2 Parent Name	FISNIK
1.3 Surname	MARKU
1.4 Date, place and country of birth	29.07.1999, Skopje, Republic of Macedonia
1.5 Student ID No.	4466

2.2. INFORMATION SPECIFYING THE AWARDED QUALIFICATION

2.1 Date of Issue	06.05.2022
2.2 Qualification name	Bachelor of Arts in International Relations and Diplomacy
2.3 Field of Study	International Relations and Diplomacy
2.4 Name and status of the higher education institution issuing diploma	PRIVATE HIGHER EDUCATION INSTITUTION UNIVERSITY AMERICAN COLLEGE SKOPJE SCHOOL OF POLITICAL SCIENCE <small>Accreditation Decision of the Accreditation Board No. 1409-217/4 of 05.09.2018 Decision of fulfillment of requirements for operation from MoS No. UP 14-2204 of 10. 10. 2018</small>
2.5 Name and status of the higher education institution/ institution administering the studies (if different than above)	PRIVATE HIGHER EDUCATION INSTITUTION UNIVERSITY AMERICAN COLLEGE SKOPJE SCHOOL OF POLITICAL SCIENCE
2.6 Language of Instruction	English

3. INFORMATION SPECIFYING THE QUALIFICATION LEVEL

3.1 Qualification type	Academic
3.2 Qualification level in accordance with Macedonian and European qualification frameworks	First cycle (undergraduate studies) Level VI B
3.3 Program duration: years and ECTS credits	3 (three) years 180 ECTS credits in total
3.4 Study program enrollment requirements	Finished 4 years of secondary education and passed graduation exam (matura)

4. INFORMATION SPECIFYING PROGRAM CONTENTS AND RESULTS

4.1 Mode of study (full-time/ part-time)	Full-time
4.2 Program requirements and results	180 ECTS and 1.67 GPA at least
4.3 Program details (concentration/module, grades and ECTS credits obtained) ¹	

¹ Official Transcript of Academic Record is issued in addition to the Diploma Supplement

4.4 Grading scale and criteria

Percent%	Grade	GPA
96-100	A	4,00
90-95	A -	3,67
87-89	B +	3,33
83-86	B	3,00
80-82	B -	2,67
77-79	C +	2,33

Percent	Grade	GPA
73-76	C	2,00
70-72	C -	1,67
67-69	D +	1,33
63-66	D	1,00
60-62	D -	0,67
0-59	F	0,00

4.5 General average grade

B+ (3.24)

5. 5. INFORMATION SPECIFYING THE USE OF QUALIFICATION

5.1 Access to further study

Program with access to master studies

5.2 Professional status conferred (if applicable)

He/she knows about and understands: the behavior of the actors within the international system; the causes and factors that determine the way in which they realize their foreign policy objectives within that system; and the role of modern diplomacy in the globalized world.

He/she can independently analyze political and economic institutions and the processes which define the international system; and can apply diplomatic techniques and methods to achieve foreign policy objectives.

He/she is able to assess and predict the developments within the international system and their effects on the foreign policy of the state, and to offer diplomatic means and methods so as to mitigate the consequences that various developments might have for the realization of the foreign policy objectives of the state.

He/she has communication skills to express views and knowledge on foreign policy issues in public, and to participate actively in building the public diplomacy of the state.

He/she can identify his/her needs for continuous learning by using electronic data bases, scientific works, open-access publications and internal reports on foreign policy issues and the diplomatic practice.

6. ADDITIONAL INFORMATION

6.1 Additional Information on student

On 6th May, 2022 the student has successfully defended her bachelor thesis titled: *Data security and politics: The case of Cambridge Analytica*.

6.2 Additional information on the higher educational institution

contact : www.uacs.edu.mk, info@uacs.edu.mk

7. CERTIFICATION OF THE DIPLOMA SUPPLEMENT

7.1 Date and place

19.05.2022, Skopje

7.2 Name and signature



Ivan Dodovski, PhD

7.3 Title of signatory

Dean of
the School of Political Science

7.4 Official stamp



Attachment 2

From: [Graduate and Professional Council Administrator](#)
To: [Luttman, Kimberly M](#)
Subject: RE: Special Circumstance Waiver?
Date: Wednesday, April 26, 2023 12:53:00 PM
Attachments: [image002.png](#)
[image003.png](#)

Kim,

Honestly, I'm not sure. Let me look into this and get back to you as soon as I can.

Mark C. Gleason

Administrative Assistant, Graduate and Professional Council

Texas A&M University

Graduate and Professional School

208-07 | Nagle Hall

College Station, Texas

<https://grad.tamu.edu>

979-845-3631

From: Luttman, Kimberly M <kluttman@tamu.edu>
Sent: Wednesday, April 26, 2023 10:41 AM
To: Graduate and Professional Council Administrator <gpcadmin@tamu.edu>
Cc: Luttman, Kimberly M <kluttman@tamu.edu>
Subject: Special Circumstance Waiver?

Good morning!

Can you review the email string below and tell me if this is something appropriate to request the GPC to review? I have attached the CV of the faculty member in question to this email for reference if needed.

Thank you.

Kim

Kimberly M. Luttman

Graduate Studies Program Manager

International Services Liaison | Students, Faculty, Visiting Scholars

Office of Graduate Studies, School of Dentistry | Texas A&M University

3302 Gaston Avenue | Dallas, Texas 75246-2013

214.828.8182 | kluttman@tamu.edu

MENTAL HEALTH RESOURCES: [24/7 Professional Counseling](#) | [After-hours Mental Health Support](#)

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From: Williams, Sandra <sandra-williams@tamu.edu>

Sent: Tuesday, April 18, 2023 3:08 PM

To: Luttman, Kimberly M <kluttman@tamu.edu>

Subject: RE: Query :-)

Kim,

I am so sorry for the delayed response...thank you for circling back. Your email got lost, obviously.

Unfortunately, the certificate is coded as major-dependent (OBIO) so only students pursuing the OBIO program can receive this certificate. I am not aware of a waiver. The only way to allow them to pursue the certificate is to change the certificate to a standalone certificate.

Catalog Program Title	Orthodontics - Certificate
CIP and Fund code	51050800
Rationale for Proposal	Edits made to capture the University's Path Forward ch
Program hours	47.5
Is this program eligible for financial aid?	Yes
Will program hours change (increase/decrease) due to the proposed curriculum changes?	No
Certificate type	Major-dependent
What major?	OBIO
Program delivery mode	On-campus

Sandra Williams | Director
Office of the Registrar | Texas A&M University
0100 TAMU | College Station, Texas 77843-0100

ph: 979.845.6890 | fax: 979.845.4757 | sandra-williams@tamu.edu

TEXAS A&M UNIVERSITY | FEARLESS on Every Front

This message may contain confidential student information under the Family Educational Rights & Privacy Act (FERPA). If you have received the message in error, please advise the sender by reply e-mail and delete the message.

**Know of an amazing job done by a member of the Office of the Registrar?
Help us recognize them as one of our RegiSTARS!**

From: Luttman, Kimberly M <kluttman@tamu.edu>
Sent: Tuesday, April 18, 2023 1:32 PM
To: Williams, Sandra <sandra-williams@tamu.edu>
Cc: Luttman, Kimberly M <kluttman@tamu.edu>
Subject: RE: Query :-)

Follow-up request ...

Kim

Kimberly M. Luttman

Graduate Studies Program Manager
International Services Liaison | Students, Faculty, Visiting Scholars
Office of Graduate Studies, School of Dentistry | Texas A&M University
3302 Gaston Avenue | Dallas, Texas 75246-2013
214.828.8182 | kluttman@tamu.edu

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From: Luttman, Kimberly M
Sent: Thursday, April 6, 2023 1:07 PM
To: Williams, Sandra <sandra-williams@tamu.edu>
Cc: Luttman, Kimberly M <kluttman@tamu.edu>
Subject: Query :-)

We have a full-time Orthodontics faculty member who has an MS and a PhD from Sichuan University (China). This is in addition to her foreign dental degree. She is an NIH-funded researcher. She has been here since 2013 and in Orthodontics since 2016. Orthodontics would like for her to have an Orthodontics Certificate so they can utilize her more in the clinics and in the clinical teaching environment. However, our Orthodontics program is a combined MS/Certificate program. Is there a mechanism to request a waiver of the MS requirement for this faculty member? We don't want to change the setup of the program, just for this one person.

Thank you!

Kim

Kimberly M. Luttman

Graduate Studies Program Manager
International Services Liaison | Students, Faculty, Visiting Scholars
Office of Graduate Studies, School of Dentistry | Texas A&M University
3302 Gaston Avenue | Dallas, Texas 75246-2013
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Attachment 3

From: [Luttman, Kimberly M](#)
To: [Smith, Trenton S](#)
Cc: [Gleason, Mark Christopher](#); [Luttman, Kimberly M](#)
Subject: RE: Standardized Test Score Requirement Guidance Update
Date: Tuesday, May 2, 2023 10:15:23 AM

Thanks for the heads-up. I'll plan on being there so if there are questions I can answer them.

Kim

Kimberly M. Luttman

Graduate Studies Program Manager
International Services Liaison | Students, Faculty, Visiting Scholars
Office of Graduate Studies, School of Dentistry | Texas A&M University
3302 Gaston Avenue | Dallas, Texas 75246-2013
214.828.8182 | kluttman@tamu.edu

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From: Smith, Trenton S <smitht@tamu.edu>
Sent: Tuesday, May 2, 2023 10:13 AM
To: Luttman, Kimberly M <kluttman@tamu.edu>
Cc: Gleason, Mark Christopher <mark.gleason@tamu.edu>
Subject: RE: Standardized Test Score Requirement Guidance Update

Hi Kim,

I just wanted to let you know that this is on the agenda for the Graduate and Professional Council on Thursday. They will discuss if they need to receive memos for grad certificates or not. I will let you know what is decided.

If they decide that they do want to see a memo for a grad certificate, we will extend the deadline since you asked about this well before the deadline but it has taken us a long time to reach a decision.

Thanks,

Trent Smith | Assistant Director, Graduate Records Processing

Graduate and Professional School | Texas A&M University
ph. 979.845.3631 | smitht@tamu.edu

TEXAS A&M UNIVERSITY

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From: Luttman, Kimberly M <kluttman@tamu.edu>
Sent: Wednesday, March 29, 2023 8:17 AM
To: Smith, Trenton S <smitht@tamu.edu>
Cc: Gleason, Mark Christopher <mark.gleason@tamu.edu>; Luttman, Kimberly M <kluttman@tamu.edu>
Subject: RE: Standardized Test Score Requirement Guidance Update

Good morning!

Get a big cup of strong coffee ...

We offer one MS, so if we require the GRE for the MS, it has to be for all MS applicants. So ... after talking with Admissions when this standardized testing became a hot topic, we deleted the requirement for the MS and if any Certificate program required it .. whether attached to an MS as a secondary curriculum or not ... they could require it as a part of the Certificate application process. All of our clinical programs use an application program called ADEA PASS (American Dental Educator's Association Postdoctoral Application Support Service).

Orthodontics and Oral Surgery were forwarded an email similar to the one I responded to and told if they required a standardized test they had to get it approved. It went out before I could stop it.

We have a "basic science track" MS in Oral Biology and a "basic science track" PhD in Oral and Craniofacial Biomedical Sciences. They apply directly to the University. This MS is the same one the clinical students pursue. They just have radically different degree plans.

Then our clinical programs break out this way ...

Certificate only groups that due to their short nature have never added the optional MS:

AEGD (Advanced Education in General Dentistry) – 12 months.
Dental Public Health – 12 months

Certificate only groups that have students occasionally add an MS (apply separately to get approval for direct admission):

Endodontics – 27 months (have seen a great interest in the past few weeks ... six of the eight currently enrolled students have added the MS)

Oral & Maxillofacial Radiology – 24 months (one pursuing an optional MS now ... a second approached me yesterday, but has to figure out money and visa issues before she can decide for sure)

Oral & Maxillofacial Surgery #1 – 48 months (demanding nature of this program would not allow the addition of an optional MS)

Oral & Maxillofacial Surgery #2 – 48 months (but adds another 24 months at Texas

Tech to add an MD before they are here physically)

Pediatric Dentistry – 24 months (Irish students routinely add the MS as Ireland requires their training to be at least 36 months in length)

Certificate and Mandatory MS groups:

Oral & Maxillofacial Pathology – 36 months (Certificate can be awarded *before* their MS due to the way their Boards are set up)

Orthodontics – 36 months (the MS must be awarded before or simultaneously with the Certificate)

Periodontics – 36 months (the MS must be awarded before or simultaneously with the Certificate)

Prosthodontics – 36 months (the MS must be awarded before or simultaneously with the Certificate)

As usual, we are all over the map, and standardized tests are used in various ways, based on many things, including the competitive nature the applicant pool.

Soooo ... all that being said ... am I correct in that any variances from the “we do not require a standardized test for our MS applicants” need to be addressed when the applicant completes the Certificate application? And if so, they would not need to submit anything to the Graduate School for approval.

Kim

Kimberly M. Luttman

Graduate Studies Program Manager

International Services Liaison | Students, Faculty, Visiting Scholars

Office of Graduate Studies, School of Dentistry | Texas A&M University

3302 Gaston Avenue | Dallas, Texas 75246-2013

214.828.8182 | kluttman@tamu.edu

MENTAL HEALTH RESOURCES: [24/7 Professional Counseling](#) | [After-hours Mental Health Support](#)

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From: Smith, Trenton S <smitht@tamu.edu>

Sent: Tuesday, March 28, 2023 4:29 PM

To: Luttman, Kimberly M <kluttman@tamu.edu>

Cc: Gleason, Mark Christopher <mark.gleason@tamu.edu>

Subject: RE: Standardized Test Score Requirement Guidance Update

Hi Kim,

It appears that for the past cycle, the school of dentistry did request a waiver for the attached programs which I understand have a certificate component but that also get a MS as a part of their education at TAMU.

I have attached the memos that were submitted to the GPC in April and August 2022. These memos request the waiver for the Orthodontics and Oral and Maxillofacial Surgery programs. To my knowledge, these are the only programs that currently have approval at the School of Dentistry to require test scores. I believe that we would need new memos to continue requiring test scores for these programs.

Thanks,

Trent Smith | Assistant Director, Graduate Records Processing

Graduate and Professional School | Texas A&M University
ph. 979.845.3631 | smitht@tamu.edu

TEXAS A&M UNIVERSITY

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From: Luttman, Kimberly M <kluttman@tamu.edu>
Sent: Tuesday, March 28, 2023 11:24 AM
To: Smith, Trenton S <smitht@tamu.edu>
Cc: Luttman, Kimberly M <kluttman@tamu.edu>
Subject: RE: Standardized Test Score Requirement Guidance Update

Trent,

Just to be sure ...

We are talking about the DEGREE programs, correct? So for the School of Dentistry, it would be the MS in Oral Biology or the PhD in Oral and Craniofacial Biomedical Sciences only. If a **Certificate** program wanted to require it, that is something we'd discuss / document with Admissions, not the Graduate School.

Kim

Kimberly M. Luttman

Graduate Studies Program Manager
International Services Liaison | Students, Faculty, Visiting Scholars
Office of Graduate Studies, School of Dentistry | Texas A&M University
3302 Gaston Avenue | Dallas, Texas 75246-2013
214.828.8182 | kluttman@tamu.edu

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From: To distribute needed information to Graduate Advising staff.
<GRADADVISORS@LISTSERV.TAMU.EDU> **On Behalf Of** Smith, Trenton S
Sent: Tuesday, March 28, 2023 11:08 AM
To: GRADADVISORS@LISTSERV.TAMU.EDU
Subject: Standardized Test Score Requirement Guidance Update

Dear Grad Community,

You may recall that with approval by the President and the Board of Regents in the Spring of 2022, the university decided to permanently eliminate the university standardized test requirement for graduate admissions starting from the recruiting cycle of AY2022-2023 (Fall 2023, Spring 2024, and Summer 2024 admissions) and beyond. Individual programs have been allowed to require official scores on a standardized test on a conditional basis for the recruiting cycle of AY2022-2023 (Fall 2023, Spring 2024, and Summer 2024 admissions) upon request with a justification and approval by the Texas A&M University Graduate and Professional Council (GPC).

Programs that currently have an exception approved for the recruiting cycle of AY2022-2023 (Fall 2023, Spring 2024, and Summer 2024 admissions) and want to continue requiring standardized testing scores for the recruiting cycle of AY2023-2024 (Fall 2024, Spring 2025, and Summer 2025 admissions) and beyond will need to submit a new request via memo through their GOC Dean to the Associate Provost and Dean of the Graduate and Professional School and Chair of the Graduate and Professional Council (GPC) requesting an exception. The request must include a justification of why standardized test scores are needed and how they will be used in the admissions decision process. Guidance approved by the GPC has been attached to this email which should help programs understand what the GPC is looking for. Requests for exception can be sent to gpcadmin@tamu.edu.

All memos must be received by the Associate Provost and Dean of the Graduate School no later than close of business on April 14, 2023. As a note: programs which do not currently have an approved exception but wish to require standardized test scores may also submit a memo for consideration. In order for the memo to be approved to require test scores for Fall 2024 admission and beyond, the memo must be received by close of business April 14, 2023.

If you have questions about this process, you may contact us at gpcadmin@tamu.edu.

Sincerely,

Trent Smith | Assistant Director, Graduate Records Processing
Graduate and Professional School | Texas A&M University

105 Nagle Building | MS 1113
ph. 979.845.3631 | smitht@tamu.edu

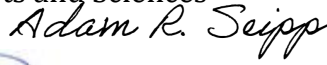
<http://grad.tamu.edu>


TEXAS A&M UNIVERSITY

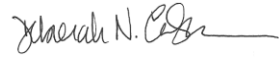
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Attachment 6

TO: Dr. Fuhui Tong, Interim Associate Provost and Dean, Graduate and Professional School

THROUGH: Dr. Adam Seipp, Associate Dean for Graduate Studies, College of Arts and Sciences 

THROUGH: Dr. Darryl de Ruiter, Head, Department of Anthropology 

FROM: Dr. Deborah Carlson, Coordinator, Nautical Archaeology Program 

DATE: April 12, 2023

SUBJECT: Request to Require the Use of Standardized Test Scores for the M.S. Program in Maritime Archaeology and Conservation

The Nautical Archaeology Program of the Department of Anthropology currently offers an on-campus Master of Science (M.S.) degree in Maritime Archaeology and Conservation (MARC). This is the only terminal Master's degree program in the Department. The eight faculty of the Nautical Archaeology Program request that GRE scores continue to be a requirement for individuals applying to:

M.S. / Maritime Archaeology and Conservation (MARC) / on-campus / thesis option

Program Summary

Since its inception in 1976, the Nautical Archaeology Program has been exclusively a graduate program. From 1976 until 2014, graduates earned an M.A. in Anthropology with an emphasis in Nautical Archaeology. Beginning in 2015, graduates earned an M.S. in Maritime Archaeology and Conservation. The redesigned degree program maintains faculty expertise in (a) the history of shipbuilding and seafaring around the world and throughout time, as well as (b) the fundamentals of archaeological artifact conservation, while (c) providing specialized training in the application of technologies (i.e. remote sensing) that are a requirement of various professional employment opportunities that did not exist when the program was established 47 years ago.

The M.S. is designed to prepare students for employment in maritime museums, cultural resource management (CRM) firms, and federal, state, or similar government agencies. Graduates who pursue a career in archaeology outside of academia often seek credentials with the Register of Professional Archaeologists (RPA). The designation of Registered Professional Archaeologist requires an advanced degree and evidence of substantial data analysis as contained in a thesis or dissertation. Since 1976, M.A. and M.S. graduates of the Nautical Archaeology Program have been required to write a thesis as part of their degree requirements.

The Nautical Archaeology Program is the oldest graduate maritime archaeology program in the world. In the U.S., there are other programs at East Carolina University and the University of West Florida. Outside of the U.S., there are maritime archaeology graduate programs at Flinders University (Australia), the University of Southampton (England), Université Aix-Marseilles III (France), and the University of Haifa (Israel).

Applicants to the Nautical Archaeology Program are diverse, both academically and geographically. It is virtually impossible to prepare at the undergraduate level for an advanced degree in Maritime Archaeology and Conservation, in the way that a graduate student in English or History or Anthropology is likely to have been an undergraduate major in English or History or Anthropology. Applicants to our program come from a wide array of educational emphases including Anthropology, Archaeology, Classics, History, Chemistry, Engineering, and Psychology. The student body of the Nautical Archaeology Program is also globally diverse, with graduates from Belgium, Brazil, Bulgaria, Canada, Colombia, Denmark, Finland, Greece, Israel, Italy, Japan, Mexico, the Netherlands, Peru, Poland, Portugal, South Africa, Spain, Switzerland, Taiwan, Turkey, and the United Kingdom.

Justification

Forty-five years of collective experience reading graduate applications to the Nautical Archaeology Program suggests that GRE scores are a very useful tool for comparing applicants from an array of universities, colleges, and programs, both domestic and international. Of course, GRE scores are not the only factor considered in our review but they are an extremely helpful complement to other application materials. GRE verbal and writing scores, for example, provide a consistent standard to assess writing fluency, which we know to be of critical importance for the preparation of a thesis which is a requirement of the M.S. in Maritime Archaeology and Conservation. GRE quantitative scores are often a helpful indication of how a student is likely to fare in our Ship Reconstruction course (ANTH 616) in which students learn how to calculate a ship's volume, dimensions, and various coefficients, or in our Conservation of Archaeological Resources course (ANTH 605), which deals with chemical formulas and equations. Both of these courses are among the five required of all students seeking the M.S. in Maritime Archaeology and Conservation.

Process for the Use of Scores

All eight faculty of the Nautical Archaeology Program read, review, rank, and discuss the merits of each applicant's curriculum vitae, personal statement, school ranking and program quality, overall grade point average and relevant coursework, quality of recommendation letters, and writing sample. GRE scores will not be weighted higher than any other application component, nor will they be used exclusively to determine an applicant's merit. According to our evaluation rubric, the GRE scores account for 10 out of 100 total points that an applicant can receive. Since the inception of the Nautical Archaeology Program, GRE scores have served as one of several tools we use to evaluate applicants and we are asking for the continued use of this dataset to help us distinguish the best candidates for our program.

Thank you for your consideration of this request. If you have any questions, please let us know and we will be happy to provide additional information.