

**OFFICE OF GRADUATE STUDIES
BROWN BAG**

Tuesday, September 15, 2015
10:00 am | TECO Room

WELCOME

Dr. Ruth Bahr,
Interim Assistant Dean,
Office of Graduate Studies

WELCOME

The Office of Graduate Studies is a service agency

- We want to help you do your job better.

Why do we need the Brown Bag meetings?

- To provide you with the latest update on University policies
- To answer questions that you may have about course policies, procedures, etc.
- To find out what is “broken” – what is not working for you
- To share experiences and learn from other departments

GRADUATE STUDIES AND YOU

Dr. Ruth Bahr

GRADUATE STUDIES AND YOU

- Issues that have come up so far this Fall
 - **Dissertation Defense**: A student and major professor must physically attend
 - **Graduate/Affiliate Faculty**: Verifies who is eligible to teach Graduate Curriculum
 - **I-Grades**: Added statement regarding instructor notating the required work as part of the I-Grade Contract
 - **Reinstatement / Readmission**: Revision to allow for reinstatement under certain circumstances
 - **Time Limit**: Updated policy to reflect course currency policy and OGS monitoring of progress

ADMISSIONS UPDATE

David Lee Henry,
Director,
Admissions

ADMISSIONS UPDATE

- Admissions Process
- Communications
- Recruitment

FAQS OF GA HEALTH INSURANCE SUBSIDY

Susanna Perez-Field
Program Coordinator,
Student Insurance Office

TRAININGS: ITA, TA, VAWA, TITLE IX

Ruth Bahr

TRAININGS: ITA, TA, VAWA, TITLE IX, RCR

- **International Teaching Assistant Class (Fall & Spring)**
 - Required of students in job codes 9183 and 9184 if they do not meet the language proficiency requirements
 - Focuses on using English in the classroom. It is NOT a basic English class.
 - http://www.grad.usf.edu/International_Teaching_Assistants_Handbook_2015-2016.php
- **TA Training (Fall & Spring)**
 - SACS requirement
 - Required of all TAs in job codes 9183, 9184, & 9185
 - Online and Face-to-Face component
- **Violence Against Women Act (VAWA) (Fall)**
 - All grad students will complete an online program
 - TAs must complete a 1 hour face-to-face session as well
- **Title IX (Fall)**
 - TAs must complete a 1 hour face-to-face session.
- **Responsible Conduct of Research (RCR) (Fall)**
 - Online for PhD students

QUESTIONS?

FALL 2015 BROWN BAG SCHEDULE

Tuesday, October 20 | 10AM | TECO Room

Tuesday, November 10 | 10AM | TECO Room

Tuesday, December 15 | 10AM | TECO Room

Grad Program Director/Coordinator Webpage:

<http://www.grad.usf.edu/graduate-directors.php>

Email: mcordner@usf.edu