Call to Order
The meeting was called to order at 1:00 with Dr. David Williams presiding until Dr. Strange’s arrival.

Review and Approval of August 17, 2009 Minutes
The previous minutes were reviewed and approved with one correction to change “VPA” to “TA” (The Arts).

Chair’s Report
Dr. James Strange reported that several action items needed to be addressed.

- Discussion of membership on Policy and Fellowship Committees and the need to have good representation on the policy committee to fully vet out policies.  
  o **MOTION PASSED**: Proposal to collapse the policy/fellowship committees for a trial period of one year.

- Dr. Deborah Williams volunteered to serve as chair of the policy/fellowship committee, as well as serve as the Graduate Council Designee for the Chair in attendance of the Senate Executive Committee meetings one Wednesday each month for the fall semester.

- Review of Proposed Revisions to Faculty-Senate Bylaws. A discrepancy between the two documents was noted, where the original provides for Graduate Council advising both the Provost and the Graduate School Dean, the revised copy only provided for advising to the Provost.
  o **MOTION PASSED**: Make recommendations to the faculty-senate to retain the original wording which includes advising to the Graduate School Dean.

Dean’s Report
Dr. Karen Liller reported on the following items:

- A new MA in Global Sustainability and a new School of Sustainability are being established. The program proposal will come before Council for review in October. It will be housed in the School of Sustainability which will fall under the Graduate School.

- The Post-Doc Affairs Office in the Graduate School is now operational. A lending library was recently established, located in the front reception area of the Graduate School. Post-Docs will be able to borrow materials from the library. The five new post-docs hired for this year are now here. They are in English and Anthropology. The program is showing much success and the Provost has agreed to hire five more next year in the Humanities and Social Sciences, including in the new Interdisciplinary Ph.D.s in History, Sociology, and Government.
Dean’s Report Continued

- Graduate numbers are looking good. The Graduate School anticipates an increase in funding for fellowships in the next year. Funding is coming from the Office of Research and the Provost’s Office.
- Another round of Student Research Challenge Grants are in process. Proposals are due in October. It is a similar program to the pilot, with students pairing up in interdisciplinary teams to work on joint projects.
- A MOU was recently finalized with Cancer Biology so that it now resides in the Cell and Molecular Biology (CMMB) department of Biology.
- Research One Week is coming up the first week in October. A Research Symposium with graduate student presentations is part of the week. Information is available on our website.
- The Graduate School held an Open House at the beginning of the semester, which was very successful.
- USF was invited to submit a Professional Science Masters (PSM) to NSF. The MA in Geology was selected to go forward. There are only a limited number of awards available nationally, but if selected, the program would receive $700k over three years
- Outstanding Thesis and Dissertation Nominations are being received for the Outstanding Thesis/Dissertation Awards. Currently there are 21 submissions for review.

Committee Reports

Committee Reports were reviewed and approved.

- Policy Report Action Item: Nursing/Grievance Procedure Revision
  - It was explained that the Academic Grievance Procedures reviewed and approved last year did not include a component to address clinical/professional training situations. The Procedures have been revised to include this component. This will help solve potential issues in areas such as Nursing, Education, etc. where students are in clinical settings, internships, etc.
  - **MOTION PASSED**: Recommendation to accept proposed revisions presented from General Counsel.

Other Business

Course Project

Carol Hines-Cobb provided an update on the Course System Project. The Graduate Course forms now reside in the Graduate School, which will serve as an interface between faculty/colleges and Dr. Bob Sullins’ office as the State Course Numbering System liaison. Graduate School staff are continuing to work on the system which is in the very beginning stages of a multi-phase project. Long term goals are for the system to serve the needs of all Colleges and USF Institutions. Each Institution will have access and be able to use the same system, thus facilitating notification of course processing since we must use the same course numbering system for all of USF.

Program Processing

Dr. Liller and Carol Hines-Cobb provided an update on some recent streamlining to the new program development process. The Roundtable has been eliminated except in instances of irresolvable non-concurrence. In its place the Pre-Proposal form will be submitted to the appropriate Graduate School/Graduate Studies office, which will then distribute to the Graduate Executive Coordinating Committee (GECC) for response within a week’s time. Feedback will be passed on to the faculty who submitted the pre-proposal for consideration as the full proposal is developed. It was discussed that although continued efforts are being made to make the process more efficient, there are numerous layers to program approval beyond the Graduate Council(s), which are not likely to change in the near future (e.g. AAMC, ACE, BOT, BOG -if needed). The forms have been updated and will be made into web-forms once the course system project is stable.

Adjournment

There being no other business, the Council adjourned at 2:19 p.m.

Minutes submitted by
Carol Hines-Cobb
Graduate School Liaison