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| Kirby, Russell - <i>Chair GTM</i> | |
| Policy/Fellowship Committee | Curriculum Committee |
| Black, William | Agosto, Vonzell |
| Cohen, Donna | Andrews, James |
| Collins, Rosann | Bhanja, Sanjukta |
| Jiang, Xiaomei | Cross, Megan (GS Rep) |
| Lili, Jennifer (GS Rep) | Dobbs, Debra |
| Malone, Tina | Groer, Maureen |
| Osman, Hana | Lee, Sang-Hie |
| Robison, John | Muller, Pamela Hallock |
| Wecker, Lynn | Nord, Walter |
| Zheng, Hao | Taylor, Tomaro |
| | Thompson, Amy |
| | |
| EX OFFICIO (NON-VOTING) | LIAISONS |
| Dwayne Smith, Dean, OGS | Carol Hines-Cobb, Assistant Director, Academics, OGS |
| Paul Sanberg, VP, Research Innovation | Joseph Butts, Assistant Director, Academics, OGS |
| Ruth Bahr, Interim Asst. Dean, OGS | Kathy Barnes, Assistant Director, InEd |
| Shyam Mohapatra, Assoc Dean | Toure Rider, In Ed |
| Megan Flocken GAU Rep | David Lee Henry, Dir., Admissions |
| Tur, Jared GPSC | Steve Richarde, Associate VP |
| | Roger Brindley, AVP USF World |

MAY REPORT

1. Welcome and Introduction of Committee Members
2. Agenda Items - There was no public comment on agenda items
3. April 18 Meeting Notes - Reviewed by the committee. Motion to approve April 18 Policy Council Meeting notes and made and seconded. Motion to approve April 18 Policy Council Meeting notes passed with unanimous approval and no abstentions.
4. Chair Report - Russell Kirby was not in attendance. Acting Chair Debra Dobbs did not have a chair report.
5. Deans and Assistant Dean’s Reports
 - a. Dean Dwayne Smith was not in attendance. There was no Dean report.
 - b. Assistant Dean Ruth Bahr Report

Graduation ceremonies were successful with over 400 graduate students at graduation ceremonies on Saturday. The Office of Graduate Studies processed over 230 theses and dissertations in the Spring semester.

The Office of Graduate Studies has posted its report online:

[http://www.grad.usf.edu/inc/linked-files/annuals/Graduate Studies Annual Report 2015-2016.pdf](http://www.grad.usf.edu/inc/linked-files/annuals/Graduate_Studies_Annual_Report_2015-2016.pdf).

Assistant Dean Bahr noted that faculty should encourage USF undergraduates to apply to USF. One factor is the performance based funding formula and Governor's plan that potentially minimizes chances of gaining performance based funding if graduates earn less than \$26,000, unless they are in graduate school. She noted that USF does have graduates in full time jobs in fields like social work that are earning less than \$26,000.

Next year she is planning to offer more professional development for graduate students, particularly in writing.

A new course submission system is coming on board in the fall. The Graduate School made its own program in 2009. Currently, the OGS is collaborating with the Office of Undergraduate studies to design system across both offices. The OGS is shutting down system for new submissions. The new system, which is scheduled to go live by the first day of the fall semester will have workflow tracking and a dashboard. The committee and OGS will continue to work on courses already submitted but faculty can't submit new ones until the new system goes live in the fall.

6. Committee Reports

a) Policy Committee Report.

The Committee discussed transfer of credit and application of credit policy from other institutions or from within USF. A policy that allows up to 50% transfer of credit and application of credit adopted, this includes courses taken non-degree (for example in a certificate). It had previously been a maximum of 12 hours of non-degree courses could be transferred, but it is now up to 50%. These represent minimums for the university-colleges and programs can choose to set more restrictive policies.

Discussed dual degree policy. All programs have to go through formal approval for anyone going through a dual degree program.

Graduate faculty status and affiliated graduate faculty. Incorporated SACS language and clarifying language for processes, including requiring a c.v. for approval.

Discussed international travel authority policy and that faculty have to notify USF World Report to USF world-only review tier 3 (tier 1,2,3)-if you leave the country. Separate from the TAR. Always put in TAR so that are covered by insurance.

Motion made to approve consent agenda items and motion seconded and then unanimously approved.

Policy New business:

Discussed policy changes for major professor. Issues identified with professors chairing dissertations of students that were not in their program and in some cases, students were in another college altogether. Lengthy discussion around policy change to require major or co-major professor to be from student's department and around committee composition.

Motion made to approve proposed major professor policy and committee composition and motion seconded and then unanimously approved. It was made clear that this policy change will not affect current committee composition and teach out processes.

7. Curriculum Committee Report

Consent agenda represents 22 approved courses, and 5 graduate certificates and 73 approved program modifications. There a total of 134 changes that are recently submitted and in the queue that may or may not be done. Motion to approve consent agenda made and seconded. Motion passed unanimously.

New action: Motion made to approve changes in each of the following programs, seconded, and approved.

- a. Economics Ph.D.
- b. Physics Masters
- c. Reading Education
- d. Special Education-Gifted Education
- e. Biomedical engineering.
- f. Chemical Engineering-all in favor with pending changes in revised title
- g. Architecture
- h. Music Education
- i. Economics Masters

8. Other business:

Acting Chair recognized committee members who are rotating off of council.

9. Meeting adjourned at 2:25 pm

Minutes respectfully submitted by William Black, Ph.D.

Go-to-meeting: Dial +1 (786) 358-5417

Access Code: 321-587-357

Audio PIN: Shown after joining the meeting