

Council Chair: Steve Permut	
Policy/Fellowship Committee	EX OFFICIO (NON-VOTING)
Bahner, Ingrid - POLICY CHAIR	Dwayne Smith, Dean, OGS
Buck, Harleah Absent	Paul Sanberg, VP, Research and Innovation
Cohen, Donna Absent	Ruth Bahr, Assoc. Dean, OGS
Guldiken, Rasim	Shyam Mohapatra, Assoc Dean, Pharmacy
Shaw, Lindsey Absent	Erin Sauer, Co-Pres, GAU (2017-2018)
Seibel, Brad	Marcy Cockrell, Co-Pres GAU (2017-2018)
Wecker, Lynn	Jared Tur
Wheeler, Pat Absent	
Xue, Bin Absent	
Curriculum Committee	LIAISONS
Agosto, Vonzell - CURRICULUM CHAIR	Carol Hines-Cobb, Assistant Director, Academics, OGS
Burkey-Wilson, Cheryl	Joseph Butts, Assistant Director, Academics, OGS
Dave, Vrushank	Brandis Waiz, OGS Course Liaison
Hallock-Muller, Pam	Toure Rider, In Ed – Grad Certificates
Kirby, Russell - VICE CHAIR OF COUNCIL Absent	Renita Wasilefsky – Grad Certificates
Lee, Sang-Hie	Paul Crawford., Graduate Admissions
Plank, Richard	Cynthia Brown Hernandez, System Academics
Savachkin, Alex Absent	Michael Wrona, SACSCOC Liaison
Taylor, Tomaro - SECRETARY OF COUNCIL Absent	Roger Brindley, AVP USF World
	Cindy DeLuca - Innovative Education

## NOVEMBER MINUTES

1. Dr. Permut welcomed everyone and had introductions.
2. There was no public comment on agenda items
3. Minutes from October 16, 2017 were approved
4. Committee Reports
  - Policy/Fellowship Committee – Dr. Bahner presented the report noting that there was much discussion on the three items reviewed. The Committee will revisit the different items next meeting to finalize any needed policy revisions. Dr. Permut requested that the item pertaining to the Grad Council Operating Procedures be set aside for his report. It was so noted. The Policy Report was Approved.
  - Curriculum Committee – Dr. Agosto presented the Report and noted that course processing was running more smoothly in reference to course repeatability. It was noted that Brandis Waiz, in Graduate Studies, was taking care of making sure that the information was correct prior to Council receiving the course for review. The Curriculum Report was Approved.
5. Dean's & Associate Dean's Report – Dr. Dwayne Smith noted that Dr. Ruth Bahr was unable to attend the meeting since she was at the interviews for the Registrar. He reported the following:
  - The 3MT competition took place recently with over 31 participants. Eleven were selected for the finals, with the winner from Integrative Biology now moving on to the Southern Council of Graduate School competition finals. He also noted that the ceremony for the Outstanding Dissertation Award winners also took place recently.
  - The Tax Reform Proposal and the potential impact on graduate education. If passed, it would result in graduate tuition waivers being treated as taxable income. In addition, employee waivers would also be treated as taxable income. The Proposal would also have an impact on the Limit of Endowments, although USF would not be affected by this part of the proposal. Currently the Proposal has full House support, but less support in the Senate. The Senate is working on a companion bill that does not include tuition waivers as taxable. However, USF officials and students are actively communicating the concerns to the Senate representation. Dr. Plank inquired about the Block Tuition bill status. Dr. Smith confirmed that it is still in Congress, but there has been no movement forward on it as this time. GAU Representatives Erin and Marcy confirmed that the Union is working on the Tax Reform issue as well.

- Dr. Permuth inquired about the State Metrics for Pre-eminence and if there were any adjustments to the target goals. Dr. Smith indicated that nothing had changed as of now, but that there was a move to include data from all of the USF Institutions and not just USF Tampa.
  - Dr. Permuth inquired about course loads of faculty and if the Office of Graduate Studies could provide data for the number of committees, dissertations, etc., that faculty work with. Dr. Smith confirmed that this data was not available at the University level. Discussion ensued for faculty having too many committee assignments and a concern for overloading junior faculty. It was noted that some faculty are highly sought after, which may result in increased committee appointments. There was also concern noted for whether service on the Council would give Junior Faculty appropriate credit for tenure and promotion.
6. Chair's Report-
- Dr. Permuth continued discussion of the dissertation committee overload and the need for data to assess the situation. He would like to discuss the issue at length during the December 11, 2017 Council meeting.
  - Dr. Permuth revisited the proposed revisions to the Operating Procedures, previously discussed during the Policy Report. He briefly outlined the three points from his original recommendations:
    - i. Executive Committee of five – consisting of the GC Chair, Vice-Chair, Secretary, and Committee Chairs – with the intent for the Committee to be available for urgent matters that may arise during the summer. He discussed the concern for having 9-month faculty serve on this Committee since it met during the summer and noted that the issue of liability was brought up during the Policy meeting. A discussion ensued regarding 9-month faculty and what is permissible. Dr. Pam Muller noted that faculty in Marine Science were considered faculty year-round, even if the appointment was only for 9-months, and per General Counsel, were ok to go on the boats, etc. during the Summer for research purposes. Dr. Smith noted that it was not really a concern. Carol Hines-Cobb also clarified that the issue that was raised at the Policy Meeting was to get confirmation for what the policy is so that the revision to the Operating Procedures could be in alignment with other University Policy. It was also noted that one member from the Executive Committee should attend each of the Committee meetings.
    - ii. Chair/Vice-Chair Appointments – discussed the need for continuity and the preference that the Policy Committee would complete the revisions at the next meeting.
    - iii. Council involvement with graduate issues – Dr. Permuth discussed the need for increased interaction and communication with the University Administration and the faculty in the Colleges. Council members discussed the issue and confirmed that communications are an ongoing challenge. Each college has its own structure for faculty councils, so some meet on a more regular basis.
- Dr. Lynn Wecker inquired as to what the main concern is that brought these issues to the front of discussion. Dr. Permuth indicated that curriculum issues were of great concern and that Colleges and Council should be more involved in the process. Carol Hines-Cobb noted that recent changes to the State Regulations and SACSCOC guidelines have greatly impacted curriculum and that efforts were underway to bring everything into compliance - faculty may be frustrated with the process and of not being able to move forward without making changes to their proposals, but that the proposals could move forward again once compliance was achieved. Further discussion took place on the role of Graduate Council as advisory to the Provost and to USF Health. Dr. Permuth voiced additional concern with a desire for increased transparency at the University Level and requested that the Associate Dean for Graduate Studies provide a report outlining policy and curriculum issues discussed with the different College Administrations that may be of interest to the Council. Dr. Permuth indicated further discussion will be pursued at the next Council meeting.
7. New Business – there was no new business.
8. Adjourn- meeting adjourned at 2:30 pm.