

Graduate Council Policy and Fellowship Committee Meeting

For the 2017-2018 Annual Report and inclusion in the 2018-2019 Graduate Catalog

Members	Liaisons and Guests
Bahner, Ingrid - POLICY CHAIR	Ruth Bahr, OGS
Buck, Harleah	Carol Hines-Cobb, OGS
Cohen, Donna - sabbatical	Joe Butts, OGS
Guldiken, Rasim	Paul Crawford, Admissions
Schaum, Brittany	
Shaw, Lindsey	
Seibel, Brad	
Wecker, Lynn	
Wheeler, Pat	
White, Ashley	
Xue, Bin	

FEBRUARY 5, 2018 - AGENDA

1. Welcome and Introductions
2. Public Comment on Agenda Items (3 minute limit)
3. Discussion and review of policies

Fellowship Review

Affiliate Graduate Faculty - Special Guest: Mark Rains.

Discuss research faculty who currently do not meet Graduate Faculty Definition (e.g. Moffitt) and potential status as Graduate Faculty.

Admissions and English Proficiency Updates – Special Guest: Jane Harvey.

Discuss proposal for additional test options for INTO students.

Next Meetings:

March

- **Dissertation Defense** - Confirm revisions for using Skype/video conferencing.
- **Graduate Faculty** – confirm research faculty revisions if needed. Confirm length of Graduate Affiliate Faculty status (approved up to two years); issue of junior faculty/Graduate Faculty; issue of outside chair and faculty level
- **Admissions and English Proficiency Updates** - confirm revisions and test updates (if approved) for INTO students. Minor revisions to admissions; revise policy to eliminate paper-based testing for TOEFL; clean up policy language.
- **Application of Internal Credit (Tabled from January)**
- **Instructor of Record** – should here be a set number of courses that an instructor can be instructor of record
- **TA limits** – discuss setting limits for how long a TA can serve as a TA and the timing for when a student can be a TA
- **Adding of Students to Canvas** – issue of instructors adding students to Canvas when student is not enrolled in the course
- **Change of Major** - GPA requirements for a Change of Major (comes from the MSMS to Pharmacy change)
- **C Grades**- issue of C's being ok with overall 3.00. Consider requiring B's in every class or limiting to no more than 2 C's in the major
- **Academic Standing** – which will be based on our conversation with Registrar's office
- **Course Repeatability** - Number of repeats for a course where the grade is C or less.

April:

1. **Minimum Hours** - A minimum of thirty (30) hours is required for a master's degree, at least sixteen (16) hours of which must be at the 6000 level or above; the remaining hours must be at the 5000 level or above. This has been interpreted to apply to broadly when it appears to be an example for 30 credits. Confirm state requirements for this policy
2. **Thesis Defense Guidelines** - develop guidelines
3. **Directed Research Hours** – discuss where these should be capped
4. **Dissertation Format** - Multi-Authored Pages for 3-article dissertation. Revise to add requirement for introduction and conclusion. Update format to include page for who wrote what sections. Discuss whether additional revision is needed in the policy.

Note - Curriculum policy/guidelines – these are being worked on by the USF System and Faculty Senate and will be presented to Council in the future.

- 1) Common core for majors under same CIP;
- 2) Concentrations (discussion for setting limit within a major and the common core courses)

AAU Institutions:

Rutgers University – Pat Wheeler
SUNY Univ of Buffalo – Lynn Wecker
SUNY Stony Brook – Rasim Guldiken
Univ of Cal, Irvine – Donna Cohen
University of Florida – TBA

Peer Institutions:

University of Central Florida – Lindsey Shaw
NC State University – TBA
Florida State University – Ingrid Bahner
University of Cincinnati – Brittany Schaum
University of Pittsburgh-Ashley White