



Graduate Studies Committee

May 23, 2007

1:30PM to 2:30PM

Dean's Conference Room (4307, HPNP)

Members:

Dr. Ray Bergeron (MC), Dr. Jeff Hughes (PC), Dr. Tony Palmieri (PC),
Dr. Joanna Peris (PD), Dr. Carole Kimberlin (PHCA), Dr. Reggie Frye (PP), Ms.
Krista Wilson (GS), Dr. Bill Millard (ORGS), Ms. Deborah Stowell (ORGS)

A decorative banner graphic consisting of a central rectangular box with the text "AGENDA TOPICS" in bold, blue, uppercase letters. The box is flanked by two stylized, pointed shapes that resemble the ends of a ribbon or banner, extending outwards.

AGENDA TOPICS

- ✚ **Accept Minutes** – from the April 19, 2007 meeting.
- ✚ **Lippman Award**
- ✚ **GRE and TOEFL Requirements**
- ✚ **Application Fees**
- ✚ **Program Review**



Graduate Studies Committee

Minutes from May 23, 2007

Attendees: Drs. Bergeron (MC), Palmieri (PC), Katovich for Peris (PD), Kimberlin (PHCA), Frye (PP), Millard and Stowell (ORGS, non-voting).

- ✚ **Accept Minutes:** Meeting was opened at 1:30pm in room 4307 with the minutes from the April 19, 2007 GSC meeting being approved as recorded.
- ✚ **Lippman Award:** Dr. Millard asked each department to submit one name to him by June 1. The criteria for the award was [attached](#). An outside committee chosen by Dr. Millard will pick the winner. Dr. Bergeron made a recommendation to the GSC that he would like to change the name of the Lippman Award. He feels it is no longer appropriate and would like to see it called the Dean's Award. It was also suggested that consideration be given to change the name to the Bill Riffie Award at a future time. The voting members of the committee agreed this would be a good idea and would like to bring it before Dean Riffie for approval.
- ✚ **GRE and TOEFL Requirements:** A recent memo sent from the Graduate Council recently approved changes to the GRE and TOEFL requirements for admissions. A copy of the memo was sent to the college and another copy was attached with the agenda. As an overview it states that the summation of any of the subsets of the GRE is not to be used and also that it is inadvisable to reject an applicant solely on the basis of GRE scores. The Graduate Council also approved alternatives to the TOEFL that includes the IELTS, MELBA or successful completion of the University of Florida English Language Institute. The acceptable passing scores are listed in the memo.
- ✚ **Application Fees:** The Graduate Admissions office sent out a memo stating the procedure of Application Fees. All students are encouraged to apply online and pay the app fee with a credit card. Checks are still accepted and should be mailed directly to the Admissions Office. In the event that a check is sent to the department please forward them to the Admissions Office at the address listed, not the general mailbox.
- ✚ **Graduate Program Review:** As a reminder, the program review must be completed by July 1, 2008. Dr. Millard went over the master file of data that he has collected to distribute to the departments to help them in their assessment. PHCA has already submitted to Dr. Millard their review team. The other departments were encouraged to do that as soon as possible. The review from the teams should be conducted sometime between January 1 and May 1 with a final report back to us by June 1 and

should plan on a 1 ½-2 day visit. Each member of the review team will receive \$1,500 plus all expenses paid. The team leader will receive \$2,000 plus all expenses paid. Dr. Palmieri went over the two surveys he has put together for current students and those who have already graduated. He asked each member to review the surveys and get back with him on anything they would like to add/change. He will continue working on the department survey and hopes to have that within a week.

Meeting adjourned at 2:39pm