



# Graduate Studies Committee

November 25, 2008

9:00AM to 10:00AM

Dean's Conference Room (4307, HPNP)

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**Members:** Dr. Ray Bergeron (MC), Dr. Ian Tebbett (MC-DE), Dr. Jeff Hughes (PC), Dr. Michael Katovich (PD), Dr. Tony Palmieri (PC), Dr. Carole Kimberlin (POP), Dr. Reggie Frye (PP), Mr. Matthias Fueth (GS), Dr. Bill Millard (ORGS), Ms. Deborah Bambarola (ORGS)

**Guest(s):** None

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## AGENDA TOPICS

- ✚ **Accept Minutes** – from the September 16, 2008 meeting. The October 21<sup>st</sup> meeting was cancelled.
- ✚ **Graduate School Fellowships**
- ✚ **Spring TA Assignments**



# Graduate Studies Committee

Minutes from November 25, 2008

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**Members:** Dr. Margaret James for Ray Bergeron (MC), Dr. Ian Tebbett (MC-DE), Dr. Jeff Hughes (PC), Dr. Michael Katovich (PD), Dr. Tony Palmieri (PC), Dr. Carole Kimberlin (POP), Dr. Reggie Frye (PP), Mr. Matthias Fueth (GS), Dr. Bill Millard (ORGS), Ms. Deborah Bambarola (ORGS)

**Absent:** Dr. Tony Palmieri (PC)

- ✚ **Accept Minutes:** Meeting was opened at 9:06am in room 4307 with the minutes from the September 16, 2008 GSC meeting being approved as recorded. There was no meeting in October.
- ✚ **Graduate School Fellowships:** The Alumni Fellowships have been renamed to the Graduate School Fellowships. For the 09/10 year the college will receive \$100,000. The committee has agreed that the way in which the college divides the funds will remain the same as last year where each department will receive \$20,000 with the expectation that the department will contribute additional funds to bring the student up to at least \$22,500 or higher, up to \$25,000. In addition, as an incentive, the graduate school will provide one additional line to the college if the college's minority percent is equal to or greater than 10% of the college's total student population.
- ✚ **Spring TA Assignments:** The committee was asked to submit their department's TA requests/needs to Debbie as soon as possible.
- ✚ **Research Showcase:** Dr. Millard mentioned to the committee that the Research Showcase will be held on Thursday, February 19, 2009. The keynote speaker will be Robert R. Ruffolo, Jr., Ph.D. Dr. Ruffolo is past President of Research and Development for Wyeth Pharmaceuticals and Senior V.P. of Wyeth. Additional information for faculty and students will be sent out in the beginning of December.
- ✚ **PhD Program Assessment:** Dr. Millard mentioned briefly to the committee that the university will be doing an internal assessment of all PhD programs across campus. At this time there is no additional information available, this is for a heads-up purpose only of what is to come.
- ✚ **MS/Online Degrees and SACS:** SACS has informed the college that when an existing MS program goes online and/or a change has occurred where 51% of the courses are

done online, they need to submit a letter of intent. If this program is a new program then this process will take about six months for review.

- ✚ **Under-Represented Minorities:** The Office of Minority Programs assists the colleges in bringing in potential minority students to visit with colleges/programs of interest to the student. In Oct. there were about 40 students to that came to UF visitation day. The next visitation day will be in the spring. The college was asked that if there are any unrepresented minorities that we are considering for any of our programs to let OMP know and they could possible fund the student's visit. Our contact in the OMP is Earl Wade. Names should be given to Earl by Jan. 10. Also, there will be a grad school information day where potential minorities (juniors) who live within 2-3 hours of campus will be invited to visit to provide them with information about graduate school (programs, how to apply, etc.). There are no funds to cover the cost of travel for these students, it is only suggested that on this day a representative from the college attend the session for recruiting purposes.
  
- ✚ **Graduate Student Forum:** Mr. Matthias Fueth brought up that the Graduate Student Council is looking for representatives from each college/department to attend their meetings. In addition, the Graduate Student Council sponsors the Graduate Student Forum each year. During our meeting it was mentioned that we (the colleges) are never aware of when the Forum is and would like to be informed. Matthias will forward the email to Dr. Millard for distribution to all the COP graduate students and graduate faculty. It was also requested to each department to forward to Debbie the names of each representative from their department so they may also be contacted about attending the Graduate Student Council meetings.

Meeting adjourned at 9:40am