



Graduate Studies Committee

November 28, 2011

11:00AM to 12:00PM

Dean's Conference Room (4307, HPNP)

Members: Dr. Ray Bergeron (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Joanna Peris (PD), Dr. Tony Palmieri (PC), Dr. Almut Winterstein (POP), Dr. Reggie Frye (PTR), Dr. Bill Millard (ORGS), Jonathan Schelfhout (SP)

Guest(s): Dr. Diane Beck, Dr. Karen Whalen, Dr. Carole Kimberlin



AGENDA TOPICS

- + Accept minutes from the October 12th meeting

- + Spring 2012 TA Assignments

- + Payment of English Language Courses

- + Research Showcase Updates

- + Assessment of Graduate Programs through SACS
<http://assessment.aa.ufl.edu/resources>

- + Graduate Program Improvement Plans Through UF



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Minutes from November 28, 2011

Members: Dr. Ray Bergeron (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Joanna Peris (PD), Dr. Tony Palmieri (PC), Dr. Almut Winterstein (POP), Dr. Reggie Frye (PTR), Dr. Bill Millard (ORGS)

Absent: Dr. Almut Winterstein (POP), Dr. Ray Bergeron (MC)

Guests: Dr. Diane Beck, Dr. Karen Whalen, Dr. Carole Kimberlin

- ✚ **Accept Minutes:** The meeting began at 11:05am with the minutes from the October 12th meeting being accepted by the committee.
- ✚ **Spring 2012 TA Assignments:** All the members looked over the TA assignments and checked to make sure their entries were correct. Dr. Palmieri will double check to make sure all his entries are up to date. Dr. Winterstein was not present to check her department's entries.
- ✚ **Payment of English Language Courses:** Dr. Millard explained to the members that the current issue will be whether the college or the student should pay for the English language courses. Dr. Frye mentioned that he ran across a similar problem with a student and the TOEFL exam. Graduate tuition waivers do not cover English language courses. In this case the option would be for the student to be assigned as a grader not a TA in order to get around the requirements. Members unanimously agreed that the student is responsible for the cost of the courses.
- ✚ **Research Showcase Updates:** Dr. Millard gave the members a quick update on the research since Dr. Winterstein was not present to give a detailed update.
- ✚ **Assessment of Graduate Programs through SACS:**
(<http://assessment.aa.ufl.edu/resources>)
Dr. Millard passed out to the members, the college's latest submission to the graduate school. He explained that the graduate school reviewed our entries and believed everything was in order. The provost office however, did not agree. The provost office pulled all reporting out of the graduate school and is now handled by Tim Brophy (director of institutional programming for SACS) in the provost's office. The provost's office explained that they viewed our program goals as fiscal issues and not program goals. Our program goals can no longer be individualized as separate tracks. The college will attempt to create three new program goals. Dr. Millard will put together the 3 new plans along with their student learning outcomes. Dr. Beck (COP's SACS representative) will complete the curriculum mapping and other issues that we now

need to track for SACS. Dr. Beck explained exactly what it is that needs to be submitted by the college to SACS. Tim Brophy must approve all submissions. She asked for the members to go back and double check all of the data that was submitted last year.

 **Graduate Program Improvement Plans Through UF:** Dr. Millard reminded members that at the last meeting the Graduate Program Questionnaire was passed out at the last meeting and that each department needed to submit all responses by November 23rd. Pharmaceutics was the only department that submitted their responses. This submission is very important, because this will eventually provide funding for our graduate programs. Dr. Millard then requested to have this information back as soon as possible.

Meeting adjourned at 11:50am.