



Graduate Studies Committee

December 16, 2014

3:00 PM – 4:00 PM

Dean's Conference Room (4307, HPNP)

Members: Dr. Hendrik Luesch (MC), Dr. Ian Tebbett (Forensics), Dr. Jason Frazier (PD), Dr. Tony Palmieri (PC), Dr. Richard Segal (POP), Dr. Taimour Langae (PTR), Dr. Bill Millard (ORGS), Juan Hincapie-Castillo (SP)

Guests: Dr. Sihong Song (PC), Dr. Margaret James (MC), Dr. Almut Winterstein (POP)

Absent: Dr. Tony Palmieri (PC), Dr. Richard Segal (POP), Dr. Hendrik Luesch (MC), Juan Hincapie-Castillo (SP)



AGENDA TOPICS

✚ **Accept Minutes** – from November 20th

✚ **Board of Governors Academic Programs Review**

✚ **“Building Robust Graduate and Research Programs for the Future”**

✚ **Research Showcase – Updates**



Graduate Studies Committee

Minutes from December 16, 2014

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Guests:	Dr. Sihong Song (PC), Dr. Margaret James (MC), Dr. Almut Winterstein (POP)
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- ✚ **Accept Minutes** – The meeting began at 3:00pm with the minutes from the November 20th meeting being accepted.

Prior to addressing the agenda, Dr. Millard updated the committee on a few items.

- A physical copy of the Annual Report was distributed to the attendees. Participants were then reminded that the most current version of the document will always be available on the College of Pharmacy website for their use.
- Graduate Studies staff who were present at the meeting were introduced (Jill Hunt and Linda Orr). Dr. Millard shared that Linda would be with Graduate Studies beginning in January and may be with the group until March or April. He also announced that Vivian Lantow, who currently works in Pharmaceuticals, would also be joining the team in January.
- Dr. Millard also spoke briefly about the UF Metric System that may be used in the college, which would assist with space allocation. This discussion item ended after the group was given an update on renovations for the shared research space.

- ✚ **Board of Governors Academic Programs Review** – The College of Pharmacy was notified that it is slated for the 7-year program review for the state Board of Governors this year, with a submission deadline of July 15, 2015. The review will be managed a little differently this time than from previous years, but will still require an internal and external review of both the residential and online programs.

For the external review, each department was asked to identify three qualified people from outside of the college and submit their names to the group by January 15, 2015. At that time, Dr. Millard will select one person from each department to form the committee that will review the entire program. Discussion then revolved around qualifications for the external reviewers, what specifically should be reviewed, and a timeline (April) to deliver materials to the reviewers.

For the internal review, data from 2008 through 2015 will be used, utilizing data from old reports and current data. Updates to the process will be given to the committee weekly as items develop.

- ✚ **“Building Robust Graduate and Research Programs for the Future”** – On December 11th and 12th, Dr. Millard attended a conference on regarding trends and challenges facing

graduate programs across the country. Participants were given a summary of the meeting via a one page handout and discussed items concerning retention, recruitment, and curriculum changes recommended by the conference speakers.

The next meeting is scheduled for January 20th, 2015 at 1 pm.

Meeting adjourned at 4:03 pm.