



Graduate Studies Committee

March 10, 2015

9:00AM – 10:00AM

Dean's Conference Room (4307, HPNP)

Members: Dr. Hendrik Luesch (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Jason Frazier (PD), Dr. Sihong Song (PC), Dr. Rich Segal (POP), Dr. Jatinder Lamba (PTR), Dr. Bill Millard (ORGS), Juan Hincapie-Castillo (SP), Linda Orr (GA), Vivian Lantow (GA), Jill Hunt (GA)

Guests:

Absent:

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AGENDA TOPICS

- ✚ Accept Minutes-
- ✚ POP Course Submission Revision-
- ✚ Follow-up: Graduate Studies Best Practices Report-
- ✚ Peterson's Annual Survey of Graduate and Professional Institutions-
- ✚ Board of Governors Academic Programs Review Update-



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Minutes from March 10, 2015

Members: Dr. Hendrik Luesch (MC), Dr. Ian Tebbett (MC-Forensics), Dr. Jason Frazier (PD), Dr. Sihong Song (PC), Dr. Rich Segal (POP), Dr. Jatinder Lamba (PTR), Dr. Bill Millard (ORGS), Juan Hincapie-Castillo (SP), Linda Orr (GA), Vivian Lantow (GA), Jill Hunt (GA)

Guests:

Absent: Dr. Sihong Song (PC), Juan Hincapie-Castillo (SP)

✚ **Accept Minutes:** The meeting began at 9:03 am with the minutes from the February 24th meeting being accepted.

- Prior to reviewing the agenda, Dr. Millard asked about the acceptance rate for the students who were offered a Graduate School Fellowship or a Grinter Fellowship. To date, no student has accepted these offers. Dr. Millard asked the committee to follow-up with the students regarding the funding and to alert the graduate staff when a student either accepts or declines the offer.

✚ **POP Course Submission Revision-** The committee was informed of a minor change to the Pharmaceutical Outcomes and Policy course PHA 6276- Regulating Pharmaceutical Access and Cost. Recently the course's name changed to reflect subtle long-term changes to the content, which were made to conform to current industry regulations. Current policy dictates that a course title change requires a review/update in the course description by the college. As a result, the UF Curriculum Committee needs the college's additional approval that the description is correct before they will process the name change. The committee approved this change, as well as voted to allow minor changes like this to be automatically approved without having to present them to the committee for approval.

✚ **Follow-up: Graduate Studies Best Practices Report-** The best practices report, which was presented to the committee at the last meeting, was brought to a recent College of Pharmacy Department Chairs Meeting for their review. After discussing the document, the Department Chairs approved adopting each program recommendation as policy for the college's residential graduate programs. Subsequently, the approved document was then included in the Academic Programs Review template. The committee agreed that these new policies would apply only to the residential programs, as some policies are not feasible to implement in the online programs.

✚ **Peterson's Annual Survey of Graduate and Professional Institutions-** Graduate staff updated the committee on the request from the Graduate School to provide updated information to the Peterson's Annual Survey. The graduate staff will produce the information and will be asking the members to review and approve the information for their department before the document is submitted on March 20, 2015.

✚ **Board of Governors Academic Programs Review Update-** All departments have their self-assessment templates, and it was reported that some have already met and begun work on the project.

- Discussion revolved around the format of the template, as its layout is more tailored to assess the residential PhD programs. Due to the nature of the online programs, the committee agreed that the online group would be able to modify it to best meet their needs.
- Dr. Millard reported to the group that almost all of those who were asked to serve as external committee members have already accepted the offer. The Dean's Office will be following up with those who have yet to commit to the project.
- The group was reminded that department self-assessments will need to be done by mid-April to allow ample time for review by the external committee. The committee was also reminded of the dates of the external committee visit (May 12 and 13, 2015.)

The meeting was adjourned at 9:33 am.