

GRADUATE COUNCIL MINUTES

Monday, December 15, 2008

3:30 pm

Council Members:

COB

Nabarun Ghose
Louann Cummings
John Wolper

COE

Mary Cameron
Gwynne Rife
Chris Moser

COHP

Laura Schmelzer
Jean Weaver*
Sharon Walsh

COLA

Christine Tulley
John Leach (A)
Matthew Stolick

COS

Bill Carter
Bill Doyle
Mike Edelbrock

Chair: Gwynne Rife

Ex-Officio:

Tony Goedde, Registrar
Tom Dillon, Graduate Dean
Robert Schirmer, Library Director
Grant Wilkinson, Parliamentarian
*Also Faculty Senate Liaison

Heather Riffle, Graduate and Professional Studies
Jill Gear, Director of Grants and Contracts Administration
Sara Hingson, Director of External Academic Affairs
Linda Osei, Graduate Student Representative

Chair, G. Rife, called the meeting to order.

G. Rife asked for a motion to approve the minutes of the November 3rd meeting. J. Wolper made a motion to accept the minutes, seconded by C. Moser. MOTION passed as noted.

Report of the Registrar

T. Goedde announced that the Office of the Registrar is working on getting final grades in. He reminded the council that final grades are due in to the Office of the Registrar by December 17th at 9:00am.

Report of the Graduate Student Representative

L. Osei had no report. T. Dillon noted that she is beginning to work with him on a new graduate student survey.

Report of the Library Director

B. Schirmer announced that library allocations for this year in departments still need to be spent. There is approximately 90% that is still unspent. Each discipline has funds allocated and this summary report of where each college stands is emailed out to the deans. The library is beginning to feel the state budget cuts for OhioLink. Most subscriptions have been renewed and there have been no changes thus far in membership for Opal services.

Report of the Director of External Academic Affairs

S. Hingson reported that Academic Affairs is awaiting OBR response to the Physician Assistant proposal.

Report of the Director of Grants and Contracts Administration

J. Gear was gave an informative report on her attendance to the National Conference for Research Administrators. This conference began to give her a network of contact to refer to. She is also currently revising and working on several grant proposals.

Report of the Graduate Dean

T. Dillon gave a report on the Council of Graduate Schools conference in Washington D.C. Highlights of the conference included information on graduate program assessment, graduate faculty status and developing a professional science masters (PSM).

Memos have gone out regarding graduate faculty status. Carter asked for clarification on if program directors were notified of their faculty's status. Dillon noted that is available from the college Dean, they received a list and a copy of the faculty memos.

Committee Reports

Curriculum:

B. Carter reported that the committee had met to review proposals. Those proposals will be brought forth under New Business.

Faculty Standards:

M. Cameron reported that the committee had met to review the 85 application for graduate faculty status. The committee felt the process went well and will continue to review applications in the same manner. The committee initially reviewed a number of applications in groups of two, then the committee met as a whole group to vote on each application. Letters of notification have been sent out through the Graduate and Professional Studies office.

Carter asked when the timeframe is for submitting applications for adjunct faculty to be reviewed. Cameron stated that they can currently begin to send their applications in. T. Dillon noted that a memo has gone to the College Deans to encourage any faculty and regular adjuncts who have not applied to do so.

Ghose inquired out of all the applications how many were accepted. M. Cameron clarified that no application was denied. Everyone was granted initial/full because this is the first year. Some faculty may have been given suggestions for improvements.

Student Standards:

N. Ghose reported that the committee had met and reviewed several student appeals. A concern that the committee will discuss further has to deal with the 7 year stipulation to finish a master's degree.

Admissions and Recruitment:

J. Wolper reported that the committee met to discuss the current change on INS requirements that will affect international students.

This change no longer allows them to take internet courses in their last semester; they have to take live courses. This has caused the College of Business to make adjustments in the current offerings for the spring 2009.

The committee also reviewed the list of objectives for the year to see if they have been met.

Research and Scholarship:

S. Walsh reported the committee has met to look at current capstone projects list. The committee is trying to find any consistencies among the projects. They are also looking at the terms each program uses to clearly define any differences.

The committee also began to look at a design process to provide statistical support. They are looking to have a process to identify people on campus that can help, inform faculty on how to seek out that help, and a reward system for those that help such as granting professional development credit.

OLD BUSINESS

G. Rife thanked all the committees for their hard work this year.

NEW BUSINESS

Carter made a reaffirmation to the Council for the DPT curriculum for the graduate catalog. The curricular sequence and course numbers have undergone changes since the original proposal was submitted and approved in 2003. Before the next revision of the graduate catalog the College of Health Professions felt it best to have the Council reaffirm the sequence and course descriptions.

Carter made a motion, seconded by L. Cummings for the addition of PHTH688 Graduate Seminar I and PHTH 689 Graduate Seminar II for .5 credit hours.

Discussion

Frampton clarified that the addition of these two courses is interim for two years and then will no longer be relevant. The rationale is that MPT students need to be registered for 4.5 credit hours in order to be considered half-time and receive dispersed loan monies.

Having no further discussion Rife called for a vote. MOTION passed.

Carter made a motion, seconded by Edelbrock to approve the addition of EDSP 554 Mathematics for 4th and 5th grade teaching, EDSP 555 Science for 4th and 5th grade teaching, and EDSP 556 Social Studies teaching for grades 4 and 5.

Discussion

Hingson asked for clarification as to if these courses were planned to always be taught online. If they were not, the suggestion was to amend the description and remove the wording “on-line”.

J. Wolper made a motion, seconded by S. Walsh to amend the course description for EDSP 555 and EDSP 556 to remove the word “on-line”.

Rife called for a vote to approve the amended course description. MOTION passed.

Rife called for a vote to approve the addition of EDSP 554, EDSP 555, and EDSP 556. MOTION passed.

Carter made a motion, seconded by N. Ghose to approve the addition of three strands to the Master of Arts in Education degree.

Discussion

Carter clarified that these three strands are in the areas of Curriculum and Teaching, Children’s Literature, and Science Education. This will provide opportunities for students in other areas of specialization related to their licensure or career interest.

Rife called for a vote to approve the addition of the three strands in the College of Education. MOTION passed.

Carter made a motion, seconded by N. Ghose to approve the addition of the course EDSP 620 Grant Writing in the Master of Arts in Education.

Discussion

N. Ghose asked for clarification to the wording of the last sentence in the course description. It states that “Many UF students have written successful proposals to funding agencies...” N. Ghose states that that this may be misleading to students to think they have to write a grant that gets funded as part of the course requirement and that the wording be removed or amended.

M. Cameron made a motion to amend the wording in the course description of EDSP 620 to read; “Students are encouraged to submit proposals to funding agencies incorporating concepts studied in previous graduate courses.”

Rife called for a vote to amend the wording in the course description of EDSP 620. MOTION passed.

Rife called for a vote to approve the addition of EDSP 620. MOTION passed.

Carter made a motion, seconded by M. Cameron to approve the addition of two courses EDSP 6XX Writing for Children and EDSP 6XX Topics in Children's Literature to the Master of Arts in Education graduate course offerings.

Discussion

Carter noted that in the past these two courses were offered as graduate seminar courses. Now with the approval of the Children's Literature strand, the College of Education is requesting to have the courses appear in the Graduate Catalog with their own course designations since they will be course options within that strand.

Rife called for a vote. MOTION passed.

Carter made a motion to approve the addition of a Certificate in Project Management in the Master of Business curriculum.

Hingson clarified that the approval of courses should be made prior to the approval of the certificate.

J. Wolper made a motion, seconded by Doyle to table the motion to add the Certificate in Project Management until approval of the courses.

Rife called for a vote to table the motion. MOTION passed.

Carter made a motion, seconded by N. Ghose to approve the addition of three courses in the Project Management certificate; MBA 5XX Foundations of Project Management, MBA 6XX Advanced Communications for Project Managers, and MBA 6XX Organizational Challenges to Project Management and Capstone Application of Project Management Skills.

Discussion

Carter explained the rationale for the addition of the courses is to begin to offer a certificate in project management. The courses have been developed by Babbage Simmel, a computer and project management training company located in Columbus. Babbage Simmel has approached UF as a new potential partner.

S. Freehafer also noted that an addition of a certificate in project management to the current College of Business list of offerings is rooted in the belief that a project management program would be a valuable skill set for our students to acquire, and a PMI certified set of courses would provide our students with a professional advantage.

P. Sears assured the council that the instructors would request graduate faculty status and the courses would be assessed with all the other college of business courses.

T. Goedde asked what calendar the courses will follow. S. Freehafer stated the course will follow the same 10 week calendar as the current MBA courses.

T. Goedde asked that the courses be given a separate prefix so that it is clear that these courses are for the project management certificate. Hingson clarified that there may be issues with HLC approval if the courses are coded in such a way. The suggestion is to use a section number specific to those courses.

Rife called for a vote to approve the three courses in the College of Business. MOTION passed.

Carter made a motion, seconded by J. Wolper to bring the motion to approve the Certificate in Project Management off the table.

Rife called for a vote to bring the motion off the table. MOTION passed.

Carter made a motion to approve the addition of a Certificate in Project Management in the Master of Business Administration.

Rife called for a vote to approve the Certificate in Project Management. MOTION passed.

INFORMATION ONLY

C. Tulley announced that January 14 and 28th at 3:30pm she is available for faculty seeking assistance for writing and organizing documents for mid-tenure review.

There was a motion to adjourn at 5:00 pm.



Dr. Gwynne Rife, Chair

December 15, 2008
Date