

Minutes of Graduate Council meeting
1:05 pm, October 3, 2007

Present: Tom Carter (Chair, COB), Tom Ainscough (COB), Zafer Unal (COE), Steve Lang (COE), Deanna Michael (COE), Deni Elliot (CAS), Donna Knudsen (Graduate Studies), Bob Dardenne (Graduate Studies), Chris D'Elia (Interim RVCAA)

Absent: Kaya Townsend (LIB)

After a quorum was present, Deanna Michael was elected chair and minute taker.

USF Policy on academic programs other than degree programs: Donna Knudsen explained that procedures for the creation of degree programs had been established. She explained the procedure as listed on the Graduate Studies web page. What Graduate Studies needed from the GC was examination of the USF System "Policy on Approval of New Academic Programs Other than Degree Programs." Steve Lang asked about the Program Majors sections of the policy. Deanna explained the PTO grant the College of Education was awarded last year would use existing degree courses. The rest of the discussion centered on the wording in the Graduate Concentrations, Areas of Emphasis, Tracks, and College Credit Certificates within Master's, Advanced Master's, Specialist, and Doctoral Degree Programs section. The GC members amended the language of the policy statement in that section to include specifically both the USF Tampa and the USF St. Petersburg Graduate Councils—following the example in the Undergraduate section above—instead of the generic term Graduate Council. Deni Elliot made a motion to approve the policy as amended. Steve Lang seconded the motion. The motion was unanimously approved.

Instructional residency: Another USF system policy concerns the residency on the two accredited institutions within USF. The GC members were concerned about the wording under the Exceptions section, "The degree granting institution may approve exceptions to this policy in advance of a student enrolling in courses that fail to meet the institutional residency requirement." Tom Ainscough made the motion to delete the words "in advance" from the sentence to prevent the loss of credit by students who have taken courses on different campuses in the past. Steve Lang seconded the motion. The motion was unanimously approved.

Bob Dardenne explained the need for a variable hour course for projects similar to thesis hours. The members of the GC requested that Graduate Studies find out if there are any avenues available before the GC requests that the colleges create a new course.

Donna Knudsen informed the GC that there had been a system policy change that stated that students in Master's programs had to finish in 5 years rather than 7 years. During the discussion of the policy, Donna pointed out that most students finish in 2 to 3 years. The areas where students matriculated longer are thesis and non-thesis projects. The GC requested that Donna look at duration numbers.

Deni Elliot presented a request by Journalism to allow prospective students to submit the LSAT, GMAT, and MAT as well as the GRE for admission. Steve pointed out that the tests were national and generally accepted for graduate school admission. Zafer Unal suggested that the Department include a statement that the scores must be not more than 5 years old. Although the GC does support Journalism in this change to admissions, the Department will need to go through the College of Arts and Sciences program committee and College Council to implement the policy change.

Donna Knudsen also informed the GC members of changes to the graduate attendance policy. In the past graduate students were not dropped for missing the first day of classes. Beginning Spring 2008, faculty will have to drop graduate students for non-attendance of the first class. Steve requested a policy for web courses.

Chris D'Elia told the GC members that he wanted us to understand that university committee work is important and that he appreciated our hard work on the committee.

The meeting was adjourned at 2:05.