

USF ST. PETERSBURG
GRADUATE COUNCIL MEETING
THURSDAY, OCTOBER 15, 2009

11:00 a.m. – COQ 201

Attending were: Bonnie Braun (COE), Deni Elliot (COA), Wei Guan (COB), Jerry Lander (COB), Michael Sampson (COE)

Regrets: Donna Knudsen, (Ex-Officio, Academic Affairs)

INTRODUCTIONS

Bonnie Braun called the meeting to order and introductions were made.

ELECTIONS

Michael Sampson (COE) was elected Chair and Jerry Lander (COB) was elected Recorder.

REVIEW OF CHARGE

Bonnie Braun reviewed the charge of the committee which in general is that the Graduate Council (the Council) of The University of South Florida St. Petersburg (USFSP) is responsible for recommending to the USF St. Petersburg Regional Vice Chancellor for Academic Affairs, and for reporting to the USF St. Petersburg Faculty Senate, on matters pertaining to graduate courses, curricula, and instructional programs of USF St. Petersburg. The Council shall advise the Regional Vice Chancellor for Academic Affairs on the development of future graduate programs of USF St. Petersburg, to include reviewing and updating of the statement of academic goals and objectives of USF St. Petersburg.

To this end, the USF St. Petersburg Graduate Council will address itself to questions about graduate academic policies related to admissions criteria, academic standards, the curriculum, and graduation requirements. In addition, the Council may serve as a reference body to other USF St. Petersburg councils and committees on matters of program policy and as a recipient of requests for the development of graduate courses or programs.

APPROVAL OF MINUTES FROM APRIL 16TH MEETING

Minutes of the April 16, 2009 meeting were not available for the committee to review and be approved. They will be obtained from Jim Schnur for our approval at our next meeting.

NEW BUSINESS

- a. **Meeting times**-the committee agreed to meet the third Thursday of each month. We will meet at 11 a.m. in COQ 201. Our next meeting will be Thursday, November 19th. We have tentatively set a date for a December meeting on December 10th due to the semester break.
- b. **Other- Program Assessment Review**-Discussion ensued about reviewing Master's programs. It was suggested that each program have a presentation before the Committee. Deni Elliot will present the Masters in Journalism program at our next meeting. Some the items the Committee will be interested in, among others are:
 1. Purpose of the program.
 2. Careers resulting from students completing the program.
 3. Handbooks.
 4. Entrance requirements.
 5. Thesis/non-thesis requirements.
 6. 10% exception rule.
 7. Number of students.
 8. Outcome assessments.
- c. A graduate student needs to be appointed.

ADJOURNMENT

The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Jerry Lander

