

# GRADUATE COUNCIL MINUTES

Monday, September 7, 2009

3:30 pm

## Council Members:

### COB

Nabarun Ghose  
Louann Cummings (A)  
Joon-Young Song

### COE

Mary Cameron  
Gwynne Rife  
Chris Moser

### COHP

Laura Schmelzer  
James Yaggie  
Sharon Fleming Walsh

### COLA

Christine Tulley  
Jennifer Fennema-Bloom  
Matthew Stolick (A)

### COS

Bill Carter  
Pam Warton  
Mike Edelbrock

### COP

Lori Ernsthausen  
Laura Perry  
Alex Vaglenov

**Chair:** Sharon Fleming Walsh

### Ex-Officio:

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

Heather Riffle, Graduate and Professional Studies  
Jill Gear, Director of Grants and Contracts Administration (A)  
Sara Hingson, Director of External Academic Affairs  
Bryan Reid, Graduate Student Representative  
Judy Wahrman, Institutional Review Board (IRB)

Chair, S. Fleming Walsh, called the meeting to order.

S. Fleming Walsh asked for a motion to approve the minutes of the May 4th meeting. N. Ghose made a motion to accept the minutes, seconded by G. Rife. MOTION passed as noted.

## Report of the Registrar

No Report

## Report of the Graduate Student Representative

No Report

## Report of the Library Director

B. Schirmer reported that this summer the process began to merge the Shafer Library with the Winebrenner Seminary. The consultant from last semester had returned to check on the progress on items of concerns from the visit.

## Report of the Director of External Academic Affairs

S. Hingson reported that HLC has sent formal notification of the blanket approval to remove the graduate stipulations.

The next request being brought to HLC is a blanket approval for online programs. A survey will be sent out on the services offered to online students and strongly encouraged everyone to respond.

Graduate catalog updates are due by February 2010.

### **Report of the Director of Grants and Contracts Administration**

J. Gear reported that several proposals are in process. Work is being completed on a grant for NIH and another to NSF for Professional Science Master's. N. Ghose questioned the federal government giving grants in the next ten years to Community Colleges and is UF planning on partnering with them for workforce development. J. Gear clarified that UF will need to work with the Community Colleges to be eligible for those grants.

### **Report of the Graduate Dean**

T. Dillon took a moment to welcome the committee back for another year and to thank those who have been on the council during the reform and restructuring of the Graduate Council.

Now with the removal of the graduate stipulations, T. Dillon asked the committee to begin to think about how to move forward and enhancing the quality of programs. This will be work of the subcommittees and if the time arrives that a new committee be formed, the council now has the flexibility to do so.

T. Dillon noted the Institutional Review Board has undergone changes this summer. Judy Wahrman is the elected chair of the committee for the 2009-2010 year and has been asked to attend the Graduate Council meetings as an ex-officio member to report on the activities of the IRB. The IRB will be looking at how it operates as it moves to be in federal compliance. T. Schwaner introduced animal subjects to the IRB list of requests and the committee is now responding to how it reviews those requests. This may change the structure of the IRB and a proposal will be sent to Faculty Senate for approval. B. Carter noted that the IRB should also be aware of international research issues and to consider the criteria may be different than the federal guidelines. M. Edelbrock also noted the importance of the IRB compliance in the grant process.

The student satisfaction survey provided by Eduventures has gone out to seven different online populations. It was sent to Online Degree Completion current students, alumni, and prospective students, and for online MBA current students, alumni, and prospective and current on campus MBA students.

T. Dillon hopes to now have the opportunity to look forward at the addition of new graduate programming this year. Already proposals are being looked at for ways to deliver the MBA, COLA to expand to offer a Professional Master of Arts and COS for a Professional Science Masters. College of Health Professions is also reviewing offering a Health Informatics degree.

T. Dillon will be sending out the policies and procedures for each of the subcommittees to review their purpose and goals. T. Dillon will hand out committee charges for the year at the next meeting.

## **Committee Reports**

### **Curriculum:**

B. Carter reported that the committee has met to review several proposals to recommend under new business.

### **Faculty Standards:**

M. Cameron will remain on as chair of the committee for this year.

M. Cameron reported the committee has met and reviewed two graduate faculty applications. The committee also updated the rubric and application form based off feedback from last year. The forms were clarified to have a place to be specific regarding scholarly activity and a place to list a plan for scholarly activity.

T. Dillon announced that he will be reminding the deans to have faculty apply for graduate status. T. Murphy and J. Yaggie will be meeting with the Physician Assistant program to notify them about the procedures of their faculty applying for graduate faculty status and to offer support.

P. Sears asked if this expectation is also on adjunct faculty. M. Cameron clarified that yes if they want full three year approval, no if just provisional and they can re-apply each year.

### **Student Standards:**

N. Ghose reported that the committee has met to review multiple appeals.

The committee will be looking at the issue of students wanting to come back after ten or more years to get additional concentrations or certificates and to find an opportunity for students to complete without having to start the program all over and retaking courses.

B. Carter suggested the committee also look at external benchmarking tools to determine the effectiveness of student's improvement of management skills. T. Dillon noted that programs are now going to be looking at post graduation results.

### **Admissions and Recruitment:**

C. Moser reported that the committee has not met. He will be scheduling a meeting to elect the chair and begin to review the committee charges for the year.

B. Carter suggested an item for discussion be the admission requirements for international students and the TOFEL vs IELTS scores. Feels the IELTS score of 700 is too high and needs to be looked at and compared to what other schools are requiring.

## **Research and Scholarship:**

G. Rife reported that the committee has not yet met.

## **OLD BUSINESS**

No Report

## **NEW BUSINESS**

B. Carter made a motion, seconded by N. Ghose to recommend the approval of the addition of the elective PHAR 5XX Advance Prescription Compounding.

S. Fleming Walsh called for a vote. MOTION passes.

B. Carter made a motion, seconded by Fennema-Bloom to approve the changes to PHAR 590 from Pharmacy Research Course to PHAR 590 Pharmacy Culminating Research Project.

## **DISCUSSION**

The title change is to accurately reflect the desired timeline of the course and to be in line with the terminology initiatives recommended by the Research and Scholarship committee of Graduate Council last spring.

S. Fleming Walsh called for a vote. MOTION passes.

B. Carter made a motion, seconded by N. Ghose to approve the changes to PHAR 599 from Pharmacy Capstone Course worth 4 credit hours to PHAR 599 Application of Pharmacy Practice and increase the credit hour to 5.

## **DISCUSSION**

N. Ghose asked that if increased the credit hour, will that then take away a credit hour from another course. L. Ernsthansen clarified that the change in the elective hours overall reduces the number of hours in the program. If this proposal is approved, this College of Pharmacy is ready to move forward with additional proposals.

S. Fleming Walsh called for a vote. MOTION passes.

B. Carter made a motion, seconded by N. Ghose to approve the addition of OCTH507 Occupational Therapy Management and change the catalog description of the course required in the Occupational Health program.

## **DISCUSSION**

B. Carter clarified that both MOT and DPT were using the HEPR 507 course in their program. The course has now become two different courses in response to the programs. Changing the course to OCTH 507 would accurately reflect what is taught. M. Edelbrock asked if this will eliminate HEPR 507. B. Carter noted this will not eliminate HEPR 507, as the DPT program is still using the course.

S. Fleming Walsh called for a vote. MOTION passes.

T. Dillon asked that a motion be brought to the floor to update the policy for the graduate Council membership to add the College of Pharmacy. N. Ghose made the motion, seconded by L. Schmelzer to approve the recommendation.

S. Fleming Walsh called for a vote. MOTION passes.

S. Fleming Walsh called for the Council to look at the membership for this year and fill vacancies. College of Science will be notified to make sure that their membership is in place for this year. College of Pharmacy still needs to fill one vacancy for the Graduate Student Standards committee. A. Vaglenov agreed to fill the Research and Scholarship committee assignment. L. Ernsthausen agreed to fill the Campus Compact Committee position. G. Rife will continue on as Graduate Council representation for Library Committee. S. Fleming Walsh will be the Graduate Council representative to Faculty Senate.

### **INFORMATION ONLY**

C. Tulley announced that there is a workshop scheduled for Faculty on September 9th at 3:30 on How to Write a Research Agenda. In this session we will talk about how to write a 1-2 page research agenda that you can use for your tenure and promotion dossier, but also for your yearly evaluations and professional faculty profile on the UF website.

T. Dillon noted that the Graduate and Professional Studies office is currently seeking a replacement for Graduate Recruiter. Christopher Mitchell has left UF for another position.

There was a motion to adjourn at 4:45 pm.



Dr. Sharon Fleming Walsh, Chair

September 24, 2009  
Date