

# UCF Graduate Council

[Home](#) > [Policy](#) > [Minutes](#)

## GRADUATE POLICY COMMITTEE MINUTES

### Minutes of November 02, 2006 meeting

**Members Present** Patricia Bishop, Jim Moharam, Max Poole, Paul Rompf, Vicky Zygouris-Coe

**Recorder** Rhonda Nelson

**Guests Present** Ivonne Lamazares, Patti Mackown, Dan Dill

**Staff Members** Debra Winter

The Policy Subcommittee met at 10:00 on November 2, in Room 243 MH. The minutes were approved from the October 12 meeting. The meeting began with a presentation on Turn it in Software.

**Turn It In Software.** Patti Mackown gave a demo on the TII software package and how it is implemented. Right now there are 300 faculty using this with approximately 40,000 papers being submitted last year. She indicated that it takes 2-3 minutes to run a paper through. This software does not check graphics. When a new student signs up with their professor, they are given a class ID and password. Patti signs up the faculty person and shows them how to register their class and set up assignments. Patti indicated that if TII Software is going to be used in the class for all papers submitted, that this should be noted on the syllabus. The faculty should also state in the syllabus the consequences if found guilty of plagiarism. Dr. Moharam indicated that it would be good to see information on how this has been working for other institutions that use this program. Patti said that she could get information on this. Once the demo was concluded, the committee then moved to discussion on the use of this software. The committee then reviewed the draft resolution that was put together at the last meeting. Several suggestions for changes were presented. The committee agreed that this draft resolution should be shared with the College Graduate Coordinators at their next meeting. The chair then took a preliminary vote as to whether the committee would like to recommend adopting this as a policy. A preliminary vote from the committee was to unanimously recommend adopting this policy. Dr. Bishop was asked to rewrite the draft according to suggested changes, and to include a separate sheet on implementation procedures.

**ETD Dissemination policy.** The committee then reviewed the draft resolution regarding the ETD dissemination. Several changes were suggested for this draft. The chair then asked the committee for a vote on recommending this draft for approval. This was unanimously recommended for approval. Dr. Bishop was asked to redo the draft with changes and to also share this with the College Graduate Coordinators at their next meeting.

**Desired role of Graduate Council in doctoral program review.** A discussion was held on the role that Graduate Council should play in reviewing doctoral programs and whether this committee would like to have a part in the program reviews for doctoral programs. The committee discussed the program review processes in general and how they were conducted. Discussion was held on whether this committee would like to be included in the various aspects of programs reviews such as the self study, consultant visits, and consultant report and recommendations. A question was raised on whether the Graduate Council should have a separate subcommittee for program review only. There was a concern from the committee as to whether they would have enough time to review all aspects of the program review, in addition to the scheduled policy reviewing required of this committee. A consideration from the committee was to review the consultant's report. The committee did feel that all of the documents concerning a program review should be available on a website for review. Dr. Poole indicated that he was involved in program reviews at ECU and will share the list of questions that they used for program reviews.

**Faculty-graduate student potential conflict of interest.** Handouts were distributed regarding faculty-graduate student potential conflicts of interest. The chair asked everyone to review pages, 6, 7 and 8 of the collective bargaining unit booklet: article 5.3 on page 6, subsection 6, and on page 8, review 6.2 subsection 3. He also indicated that it would be good to review the University of Kansas consenting relationship policy. A suggestion was made to invite Lin Huff-Corzine and/or Youndy Cook to the next meeting. This discussion will begin at the next meeting.

**Adjournment and next meeting.** Dr. Bishop will report feedback from the College Graduate Coordinators meeting regarding the draft resolutions. The committee will begin discussion on conflict of interest policy. This meeting was adjourned at 11:40 a.m. The next Graduate Council Policy meeting will be held on November 30, 10:00, 243 MH.

© 2015 University of Central Florida

Graduate Council 407-823-3567. Site maintained by College of Graduate Studies, Millican Hall 230, PO Box 160112, Orlando, FL 32816-0112. [Graduate Studies webmaster](#)