

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of September 06, 2007 meeting

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

Recorder Rhonda Nelson

Guests Present Max Poole, Michael Stern

Staff Members Debra Winter, Carreen Krapf

Handouts: Issues to Consider for this year, Graduate Council Constitution, Conflict of Interest, and Graduate Certificate Programs recap.

1. The meeting was called to order at 8:30 a.m. Dr. Liberman welcomed the members and asked for introductions from everyone.
2. **Demo of Graduate Council website.** Carreen Krapf and Debra Winter provided a demo of the Graduate Council website. This is a new website that is separate from the Graduate Studies website. They shared that this new website will house all of information pertaining to Graduate Council. Each of the 3 subcommittees has a separate area where agendas, minutes, and all information pertaining to that subcommittee will be located. Debra shared there is an area where a poll or survey can be conducted from the website. The actual rollout will be coming in the next several weeks.
3. **Graduate Council Faculty Constitution.** Handout was distributed on this. Dr. Bishop shared that the Graduate Council will have an opportunity to review and provide suggestions to the Faculty Senate regarding any desired changes to the Graduate Council section of the Faculty Constitution.
4. **Graduate Certificate Programs Recap.** A handout was distributed which recapped the outcome of the graduate certificate review that was conducted last spring by this committee.
5. **Policy issues for this year.** A handout was distributed on the policy issues to be considered for this year. Discussion was then held on each item. The committee will be deciding on which items to consider for this year.
6. **Conflict of interest issue.** Last year, the conflict of interest guidelines on personal relations between faculty and graduate students was approved by Faculty Senate; the conflict of interest guidelines concerning employment issues between faculty and graduate students was sent to the Faculty Senate Steering Committee for August 2007 consideration.
7. **Patent policy.** The patent policy for graduate students was updated last spring. Dr. Liberman asked the committee if they would like to see all materials that go with the patent policy as there are new members on the committee this year. Dr. Bishop shared that Research & Commercialization was involved with this review last year. This was approved in the spring semester by the Graduate Council and Faculty Senate has also seen this policy. The committee agreed that it would be good to review all of the materials again.
8. **6 semester hour policy for doctoral programs.** The deletion of the six hour requirement outside of the doctoral program was approved by the Graduate Council in the spring and a memo was prepared to the Faculty Steering Committee for review at their August meeting. As a reminder, last spring the Appeals Subcommittee of the Graduate Council had recommended this policy be reviewed after talking with faculty and students who were seeking exceptions to the policy. This deletion will eliminate the difficulties associated with interpreting this for increasingly interdisciplinary programs. The Graduate Council has informed both the Faculty Senate Steering Committee as well as the Faculty Senate of the change. The committee unanimously agreed to have the following deletion take place for fall 2007: "At least 6 semester hours of the course work taken at UCF must be outside the student's program area." This change will be effective immediately and will be updated in the Graduate Catalog shortly. A memo will be prepared for all to review at next week's meeting.
9. **Graduate faculty matters.** Discussion was held on the issue pertaining to graduate faculty matters on how to handle the outside member. Questions pertained to geographics of outside members, composition of the committees, and differentiation between the Thesis and Dissertation committees. Dr. Liberman pointed out that within the hospitals, they may have administrators that do not have the upper level degrees that should be on the committees and that it would be good to address how this can be justified so that these leaders can be included.
10. **Other issues.** GRE equivalent was another issue on the agenda. It was pointed out that the GRE is a state requirement. Some discussion was held on the senior scholars issue and the accumulation of 9 hours of graduate course work that they can obtain, and if they would then be eligible to obtain a graduate certificate. Some discussion was also held on the waiver of the 50% rule.
11. **Action items for September 13.** Conflict of interest policy will be reviewed. Dr. Liberman suggested that Legal Counsel be invited for the discussion on this policy and asked that everyone review the policy between now and next week. Drs. Daniell and Rompf will not be available for this meeting.
12. **Agenda for September 27 meeting.** The patent policy will be distributed on September 13 to be reviewed at the next week's meeting. Dr. Liberman asked Dr. Daniell if he would review this policy and offer strengths and weaknesses at this meeting. Dr. Liberman further

suggested that Tom O'Neal, Research and Commercialization, be invited to this meeting. The committee will review additional issues at this meeting.

13. **Upcoming meetings.** The committee agreed to meet on Sept. 6, Sep. 13, and Sep. 27 and then will discuss the additional meetings that are on the schedule.
14. **Meeting adjournment.** Meeting adjourned at 9:45 a.m. Next meeting is scheduled for September 13, 8:30 a.m. in MH 243.

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