

# UCF Graduate Council

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

## GRADUATE POLICY COMMITTEE MINUTES

### Minutes of April 03, 2008 meeting

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

**Recorder** Rhonda Nelson

**Staff Members** Michael Stern

**Welcome and introductions.** Dr. Aaron Liberman, chair, called the meeting to order at 8:30 a.m.

**Minutes.** The minutes from the March 20 meeting were reviewed and approved.

**Graduate Faculty Qualifications.** The committee began reviewing the document on page 3, C.5. A question was raised as to whether a person without a terminal degree would be qualified to chair a thesis committee and if there should be a distinction between thesis or dissertation advisors. The committee discussed that the chair of a committee should be a senior faculty member. The general consensus was that a chair would need some experience prior to chairing a committee. Beginning as a co-chair would be a reasonable opportunity to obtain this requisite experience. The committee also held a discussion as to what to do when a member leaves the university, if he/she could remain a member of the committee, and the implications if there was already an outside member. The general consensus was that the Graduate Program Committee could determine if the committee member could continue to serve on the committee. Discussion was held on faculty emeriti and retired faculty standards, and if these two groups could be combined or kept separate in the document. The general consensus was that these two sections should be kept separate. The next discussion was on the minimum responsibilities of graduate faculty who supervise dissertation students. A question was raised as to whether a section would be needed to list the responsibilities of program directors as well. The group briefly discussed the role of the program director. Discussion was also held on the Program Of Study and the process of selecting a committee. The general consensus was that the student should meet with the program director immediately after appointment to review the Program Of Study, research, and all degree requirements. A suggestion was made to add a Visiting Faculty section. The committee reviewed the draft through section D.5, point 3. Points 4 and 5 will be reviewed at the next meeting. Dr. Liberman asked that this draft be updated with today's changes and distributed to committee members for review prior to the next meeting.

**Announcements and adjournment.** Dr. Liberman adjourned the meeting at 10:00. The committee will continue to review graduate faculty qualifications at the next meeting.

**Next meeting.** The next meeting of this committee is scheduled for April 17, 8:30 a.m., in MH 243.

---

© 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](#)