

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of April 02, 2009 meeting

Members Present Patricia Bishop, John C. Bricout, Jacquie Byers, Jim Moharam, Saleh Naser, Michael Stern

Recorder Tracy Jones

Staff Members Tracy Jones

1. Dr. Moharam, chair, called the meeting to order at 10:05. The minutes from the March 5 and 19, 2009 meetings were approved by voice vote.
2. Dr. Moharam reviewed the formal approval status of the submitted policies. The course definitions, transfer work and program requirement policies had been approved by the steering committee of the faculty senate and presented to the faculty senate as informational items. The faculty senate will forward the policies to the Provost for formal approval. Typographical edits were suggested for the transfer policy and approved for incorporation into the Graduate Catalog upon final approval.
3. Dr. Moharam reviewed the formal approval status of the updated Graduate Faculty policy. The policy had been approved by the Faculty Senate Steering Committee and presented to the Faculty Senate as an informational item. The Faculty Senate approved the policy upon revision of the language used to describe eligibility for Graduate Faculty membership (section B.1). The revised language, which would make eligible all "ranked faculty on multiyear contracts", and a number of minor clarifications were presented by Dr. Stern and approved. Language was also revised to resolve an inconsistency in the document pertaining to the qualifications needed to chair a thesis advisory committee. The committee confirmed the intent to allow Associate Graduate Faculty to chair thesis committees, and approved the language changes that would allow the document to be self-consistent. The revised policy was approved to be submitted to the Chair of the Faculty Senate, who will forward the policy to the Provost for formal approval.
4. The committee reviewed the graduate catalog policy language on advisory committee composition. Updated language based on the Graduate Faculty and Graduate Faculty Scholars categories was presented by Dr. Stern. Suggested modifications included: (1) clarifying the required participants in committee membership approval; and (2) appending the text from the updated Graduate Faculty policy document that specifies the responsibilities of committee members. Dr. Stern will incorporate the suggestions in an updated draft to be presented to the committee for review and approval.
5. The procedure for establishing the list of advisory committee members was discussed. Committee composition will be reviewed and approved by the program director. The College of Graduate Studies will be notified of committee membership using a Thesis Advisory Committee Form for thesis advisory committees and a Doctoral Candidacy Status Form for dissertation committees. Changes to committee membership will require approval from the program director and a new form to be submitted to the College of Graduate Studies.
6. The salient issues concerning the formulation of a dual degree policy were overviewed in preparation for further discussion at the next meeting.
7. The meeting adjourned at 11:30.

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