

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of October 13, 2010 meeting

Members Present

Patricia Bishop, Jacquie Byers, Ratna Chakrabarti, Mary Ann Feldheim, Stephanie Guittar, Jim Moharam, Eduardo Mucciolo, Paul Rompf, Eladio Scharron, Alejandro Sepulveda, Michael Stern, Axel Stock, Vicky Zygoris-Coe

Recorder

Rhonda Nelson

Call to order. Dr. Moharam called the meeting to order at 10:00 a.m. A quorum was established.

The minutes of the meeting held on September 22 were reviewed and approved.

Faculty Senate Constitution language concerning faculty eligible to serve on the Graduate Council. Dr. Moharam shared the revised language that was approved by the Faculty Senate Steering Committee; this version of the revised constitution will be presented to the whole faculty for further input. It was noted that the revised language included assistant professors as eligible to serve on the Graduate Council.

Candidacy exam policy. The committee discussed whether students should have to retake the candidacy exam at UCF if they had already passed all exams elsewhere. It was noted that Graduate Studies is alerted to these cases, since students at this late stage in their program must appeal any unusually large number of credits they are transferring in. Dr. Mucciolo pointed out, and others agreed, that the candidacy exam is so different among departments that this should be decided on an individual basis. The general consensus was that a general policy is not necessary for the few cases that arise each year. The committee noted that the acceptance of candidacy would only apply for students transferring from US institutions. The committee agreed that the College of Graduate Studies should review a departmental recommendation concerning student transfers prior to faculty offers being finalized; the committee authorized a memo to be sent to department chairs by Dr. Bishop on behalf the Graduate Council informing them of this process.

Split level courses. Discussion was held on 4000 and 5000 level courses that are taught together (split-level classes). The Curriculum Committee had asked the Policy Committee to consider whether there was a limit on how many split-level classes should be permissible in a program, or if there was a limit of how many split-level classes a student could enroll in. The committee considered whether core, as well as elective, courses were eligible to be offered as split-level classes. Discussion was then held on what some of the other departments were doing regarding split-level classes. Since split-level courses are not indicated on student transcripts, Dr. Stern offered to discuss with the Registrar's office whether a mechanism could be put in place to note split-level classes. The committee decided it would be difficult to enforce limits. The committee then discussed having guidelines on split-level classes added to the program director's and the graduate faculty guides on the Graduate Studies Faculty and Staff website. Dr. Mucciolo will take a look at COS courses, talk to some of the departments, and get more information on their split-level classes. Discussion of this topic will be continued at the next meeting.

Other business. A comment was brought up that we need to add Records Appeals to the agenda.

Adjournment. The meeting was adjourned at 11:30 a.m.