

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of November 24, 2010 meeting

Members Present

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

Recorder

Michael Stern

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 November 10 were reviewed and approved.

Continued discussion: number of split level (4000/5000) courses in a program:

The committee reviewed the revised policy and guideline language. After additional discussion, the following points were agreed upon: (1) a mechanism will be developed to identify courses taught in a split-level format on a student's degree audit. This will allow students and their advisors to follow the recommended best practices; and (2) graduate students should not be allowed to retake a split-level course at the graduate level if they have already taken it at the undergraduate level, with exceptions for performance courses. Additional minor edits were recommended.

The committee agreed that the revised language served as a clarification of existing policy and therefore did not require Faculty Senate approval. The changes will be highlighted as "new material" in the Graduate Catalog and communicated to the UCF graduate community as an article in an upcoming issue of the Graduate Newsletter. The final policy and guideline drafts will be reviewed at the next meeting and then forwarded to the Curriculum Committee.

Scholarly Integrity/Responsible Conduct of Research proposal:

Dr. Bishop introduced a draft proposal to institute a more systematic mechanism to expose UCF graduate students to the issues of scholarly integrity and the responsible conduct of research. The draft proposal sets out a set of online and face-to-face workshop requirements for all newly admitted doctoral students. The committee was asked for initial comments. The discussion was broad ranging and included: (1) aspects that might be required also of master's thesis students, or even all graduate students, service learning students, or honors in the major students; (2) the appropriateness of the CITI modules; (3) timing of fulfillment of the requirements (prior to advancement to candidacy was strongly recommended, but acknowledged to be a large burden); and (4) the necessity of ethics training for all students, not just those involved in research activities. The consensus was that this was a good idea in general, with many details to be decided. The committee noted that many programs would likely incorporate these topics into their own courses (and some do already). A list of learning outcomes for each module would be helpful toward that development, as would developing a repository of useful materials for integrity training in the various disciplines. Dr. Max Poole, Senior Associate Dean in Graduate Studies and a member of the committee that developed the draft proposal, would be invited to speak to the Policy Committee.

Adjournment: The meeting was adjourned at 11:35 a.m.

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