

# UCF Graduate Council

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## GRADUATE POLICY COMMITTEE MINUTES

### Minutes of October 03, 2012 meeting

#### Members Present

Jeffrey Bedwell, Cheryl Cabrera, Youngsoo Choi, Linda Colding, Juli Dixon, Steven Ebert, Loretta Forlaw, Jim Moharam, Cheyenne Ro, Michael Stern

#### Recorder

Rhonda Nelson

**Welcome and call to order:** Dr. Jim Moharam called the meeting to order and a quorum was established. Introductions of the members followed. Dr. Stern then shared the functions of this committee, which included recommending new or revised policies and procedures pertaining to graduate education. He gave an overview of the policy information located on the website, and showed the policy guide that integrates policy summaries that are listed there in alphabetical order: <http://www.policies.graduate.ucf.edu/policy/> Chair Moharam shared the approval process for policies, and indicated that once policies have been recommended for approval by this committee, they go to the Faculty Senate Steering Committee, and that some may require the full Faculty Senate and the Provost's approval. Dr. Stern indicated that Policy Committee information was located on the Graduate Council website under the Policy Committee section. The agenda, meeting minutes, committee members and approved policies can be obtained at this site: <http://www.graduatecouncil.ucf.edu/>

**Review of issues for the committee to consider.** A list of possible issues for the committee to consider for this year was shared with the committee. The list contained a variety of issues that had been forwarded to either Dr. Stern or Dr. Moharam. Two additional items were suggested: (1) state restrictions on enrollment; and (2) revalidation of expired courses (7-year rule).

**H/P/F grading.** Chair Moharam gave an update on this agenda item, indicating that this was a standard grading rubric for medical students. The Policy Committee would not be addressing this agenda item, as the Faculty Senate has assembled an Ad Hoc committee that will be making a recommendation to the full committee. (The Ad Hoc Committee comprises 5 UG and 5 Grad Council members.) A question was raised as to whether this would be an option for all of the colleges or only for the College of Medicine. Dr. Ebert indicated that this type of grading would only be used for some of their research courses. He indicated that Jonathan Kibble was the contact person involved with this. Chair Moharam will keep everyone informed on this issue.

**Policy language prohibiting earning the same degree twice.** Dr. Stern indicated that the university was not capable of granting the same degree twice, even in the case of a degree program that had different tracks with significantly different curricula, but did not address this explicitly in any policy language. A handout with draft language was distributed for consideration; the language prohibits admission to a program in which a student had already obtained a degree. The committee agreed that this should be regulated at the admission stage, if in fact a student would be unable to obtain a degree. The language was unanimously approved as a clarification of admissions policy and would be incorporated immediately.

**Certificate policy - explicit policy on the use of independent study.** The committee was satisfied with the current policy language that prohibits the use of independent study hours in certificates.

**Master's degrees earned "along the way" – use of transfer credits from a previously earned degree.** Since using a course toward three degrees is not allowed, the use of transfer credits from a previously earned degree in a master's degree earned "along the way" to a doctoral degree presents a problem for fulfilling the requirements of the subsequent doctoral degree. The committee agreed that an explicit policy was needed to address this issue, and asked Dr. Stern to draft appropriate language to present at the committee's next meeting.

#### Next Meeting

The next meeting scheduled for October 10 has been cancelled.

The meeting adjourned at 11:30 a.m.