

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of October 16, 2013 meeting

Members Present Cheryl Cabrera, Kevin Coffey, Linda Colding, Juli Dixon, Loretta Forlaw, C. Ross Hinkle, Jim Moharam, Patrick Pabian, Joshua Solomon

Recorder Rhonda Nelson

Staff Members Tracy Jones, Max Poole

Welcome and call to order. Chair Moharam called the meeting to order and a quorum was established. Dr. Moharam welcomed the members that were attending for the first time.

Approval of minutes. The minutes from the last meeting were reviewed and approved.

Can doctoral programs restrict students from getting a master's in another program. Chair Moharam reported that Dr. Ebert has requested that this item be tabled until the next meeting so that the College of Medicine could attend and express their views on this topic. A question was raised on whether there were any issues on this topic that might relate to HR or EO. The committee agreed to table this item until the next meeting.

GTA and non-GTA graduate teaching assistant guidelines – Graduate students who aren't on an assistantship and hired as a non GTA who volunteer to teach; some do not do GTA training. Comments regarding this issue were:

- CEHP takes a practicum course and some do not have FERPA training
- Library staff doesn't have FERPA training
- A comment was that everyone teaching should go through training
- A suggestion was that this committee address the graduate policy only and the Faculty Senate address an overall policy for the university
- Any graduate student acting in one of the GTA levels should have training
- It was pointed out that some do last minute hiring
- A suggestion was to invite Eric Main and Heath Martin to the next meeting
- There are approximately 900 students that are affected right now with a combination of grad and undergrad
- A question was raised on the FERPA violation and risk
- A suggestion was to set up a policy to limit use of UTAs

This item will be continued at the next meeting. Dr. Moharam indicated that he would bring this to the attention of the Faculty Senate next semester. Eric Main and Heath Martin will be invited to the next meeting.

Expired course revalidation – not a formal mechanism in place. Right now these requests go through the Appeals Committee. Dr. Dixon indicated that she would discuss this with Dr. Robinson. A question was raised on whether the revalidation would have to then go through the Appeals Committee if it was approved within the college. It was noted that the Appeals Committee usually approved older courses in the 7-10 year time frame after being taught. A question was asked if a policy like this would make it easier for the Appeals Committee. Another comment was that it should not be a strict policy as it might not work for all colleges. It was suggested that Dr. Schoenfeld, chair of the Appeals Committee, be invited to speak when this item is discussed. This item was tabled and more information will be brought to the table for discussion.

Continuous enrollment policies for T/D students – 4-part policy as envisioned by Dr. Stern.

We need to either confirm current policy or make changes as necessary. Issues considered were:

- No longer require dissertation hours in the summer
- Have to be consistent with all graduate students
- The committee was asked about data they would like to see regarding this discussion
- Could students register for just 1 hour in summer and hold an assistantship
- Difficult to force students to take 3 hours in summer when professor is gone
- There is a certain amount of revenue that is generated right now by summer enrollment that would have to be considered
- How many programs require more than 15 dissertation hours

- How many students have signed up for T/D in summer
- Should part-time students be allowed to have fewer than 3 dissertation hours per semester
- A question raised was if ABDs would go up if P-T dissertation hours were allowed
- The committee suggested getting feedback from colleges and bring back info

Review of 7-yr extension due to Master's along-the-way – how difficult to distinguish independent earned master's degrees from the MAatW (practical certification issue). Did not get to this item.

Announcements and adjournment. Dr. Moharam indicated that there would be a discussion with Biomedical Sciences at the next meeting. The committee will also invite Eric Main and Heath Martin to the next meeting. The meeting adjourned at 11:30 a.m.

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