

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of March 08, 2006 meeting

Members Present Patricia Bishop, Jim Moharam

Recorder Rhonda Nelson

Guests Present Max Poole

- The meeting began at 11:30 and a quorum was established. Dr. Goodman began by reporting on the issue of the minimum course requirements for a master's program level resolution that went before the Steering Committee. He indicated that this agenda item was tabled at that meeting as questions arose regarding clarification.
- Feedback from SACS.** Dr. Bishop shared feedback that she had received from SACS regarding the noncompliance issue. To summarize, only courses that can be shown to be graduate, postbaccalaureate level can be used in a master's program of study. If split level classes are used, separate syllabi should be prepared to clearly show the undergraduate and graduate level content and requirements. There were also issues with courses being shared in both undergraduate and graduate programs of study. Dr. Bishop indicated that she had also met with SACS this morning for the preliminary meeting. These same issues were addressed. The SACS Team will be here April 18, 19, and 20. Dr. Bishop shared that the Undergraduate Committee was having further discussion about the levels in split classes. She will be meeting with Drs. Schell and Hickey to discuss this. Dr. Bishop will encourage Dr. Schell to have their committee vote on this item as quickly as possible and get it to the Steering Committee also. A question was then asked on what was UCF's current split level procedures. The current policy is that split level classes are allowed, but with no guidelines about the levels allowed to be shared. The graduate policy that is currently being proposed is to allow only 4000/5000 level courses. A motion was made and seconded to go ahead and send forward the split level changes to the Provost.
- Master's program minimum course requirements resolution.** The committee then agreed that they should review the master's minimum course requirement resolution that was put forth last time to see if there were any changes. Dr. Goodman shared that there was a Steering Committee meeting on March 9 and if the group was in accordance today, that this resolution could go back to the committee at that time. Then, on to the Faculty Senate Meeting two weeks after that. He talked with Dr. Chopra about having a resolution at the April meeting, if need be. Dr. Chopra indicated that this would be acceptable. The group felt that this may be too late. Dr. Goodman then read the current resolution and asked if the group was okay with this. All agreed to use the current proposal.
- State level requirements.** Dr. Nicolson asked if we had clarification on what the state level meant. Dr. Bishop shared that the common numbering system in Florida was as follows:
1000-2000 is considered as lower level
3000-4000 is considered as upper level
5000-9000 is considered as graduate and professional level courses
- Policy on transfer coursework.** The group reviewed this policy in the graduate catalog. The previous policy indicated that 9 hours of coursework could be transferred into a Ph.D. program. The current policy reads that up to 30 hours may be transferred into a doctoral program and these are looked at on a case by case basis. A question was raised as to whether this policy was relevant for a student who had 30 hours post bac work but did not have a master's degree, or if this policy should be considered only for students with a master's degree. The group agreed to discuss this policy further at the next meeting. The group also agreed that the transfer work should be graduate level work and should be stated as such.
- Carnegie classification.** Dr. Bishop shared updated information on the Carnegie classification. UCF is now classified as a comprehensive institution w/o medical school, and is rated as "high" for research. She agreed to bring information on this to the next meeting.
- Action items.** Dr. Bishop will edit this transfer policy section for understanding only for next meeting. The group agreed to send the split level policy forward to the Provost. Dr. Goodman will give an update on the resolution from the Steering Committee Meeting at the next meeting. Dr. Bishop will bring Carnegie classification update to the meeting.
- This meeting adjourned at 12:50 p.m. The next meeting is scheduled for March 22.

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