

# UCF Graduate Council

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## GRADUATE POLICY COMMITTEE MINUTES

### Minutes of March 06, 2008 meeting

**Members Present** Patricia Bishop, Jim Moharam, Paul Rompf

**Recorder** Rhonda Nelson

**Guests Present** Sami Durrani

**Staff Members** Max Poole, Michael Stern

**Welcome and introductions.** Dr. Aaron Liberman, chair, called the meeting to order at 8:30 a.m.

**Minutes.** The minutes from the February 21 meeting were reviewed and approved.

**Graduate Programs Requiring External Exams.** The committee reviewed this policy with the revisions as stated below. This was unanimously approved by the committee and was recommended to be sent to the Faculty Senate Steering Committee for consideration at their meeting today, March 6.

### Policy Clarifying the Conferral of a Graduate Degree

The graduate faculty at the University of Central Florida are responsible for developing the curricula of graduate degree programs, and are charged with evaluating the performance of students in completing the curricula. Therefore, the conferral of a graduate degree requires the graduate faculty to verify that students have performed at a satisfactory level in completing the entire curriculum required for the degree. It should be noted that although degree programs may prepare students for licensure by an external agency, the conferral of a UCF graduate degree is not dependent on an evaluation by the external agency of a student's performance on the licensure exam, except where required by Florida State statute or rule.

**Revisions to the GS-2: ETD Dissemination Policy.** Dr. Liberman had asked that this policy be added back on the agenda due to the Library's new practice effective December 2007, of not maintaining bound copies of theses and dissertations. The committee began the discussion of who would have access off campus. The committee then reviewed the policy as stated below with the additional change that the method of local distribution not be specifically stated in the policy so that changes in practice would not require policy changes. This policy was unanimously approved by the committee and was recommended to be sent to the Faculty Senate Steering Committee for consideration at their meeting today.

### Resolution GS-2: ETD Dissemination Policy

Whereas, the university is dedicated to open access of original work for the purposes of scholarship, and

Whereas, the university is mindful of protecting the rights of our students (and faculty) with regard to their original work,

Be it resolved, that UCF will provide the following options for all graduate students submitting the required Electronic Thesis and Dissertation (with required graduate advisor input)

1. Immediate worldwide dissemination with no restrictions.
2. Pending dissemination of the entire work for six months for patent or other proprietary issues, with an additional six months extension available. Once the patent and proprietary issues are resolved, we recommend immediate worldwide dissemination with no restrictions.
3. Pending dissemination of the entire work for six months for patent or other proprietary issues, with an additional six months extension available. Once the patent and proprietary issues are resolved, we recommend dissemination with limited access to the UCF community ~~(unrestricted display of bibliographic information and abstract, availability of bound copy only, interlibrary loan shares bound copy only, and no availability of electronic document)~~ for a period of
  1. \_\_\_ one year
  2. \_\_\_ three years
  3. \_\_\_ five years
4. Dissemination with limited access to the UCF community ~~(unrestricted display of bibliographic information and abstract, availability of bound copy only, interlibrary loan shares bound copy only, and no availability of electronic document)~~ for a period of
  1. \_\_\_ one year
  2. \_\_\_ three years
  3. \_\_\_ five years

**Graduate Faculty Qualifications.** The committee began to review the latest draft of this policy. Jim Moharam distributed a copy of an email that he had received from Dr. Michael Johnson in regard to appointing junior faculty as associate graduate faculty initially. A discussion was held on associate

graduate faculty serving as chairs on committees. The committee discussed how it would be decided whether a person should have full graduate or associate graduate faculty status. May need to add language to the document that indicates that associate faculty could serve as co-chairs. A comment was made that brand new faculty coming in could take students initially in as precandidacy. A comment was made that a department may have a lot of faculty in their program that just teach a course only and would not be ready to chair a committee. It was agreed that there should be clarification on both associate and full graduate members. A sentence should be added that reads, "A tenure-earning faculty meeting qualifications may serve as a co-chair of a thesis or dissertation committee." A question was raised on whether a secondary, joint, courtesy or outside affiliated status member could serve as co-chair and if language should be added to the document referencing this. On the definitions page, arrange the definitions in alphabetical order. Add definitions for associate and full graduate faculty once they are defined. A suggestion was made to have a separate section for outside members. A suggestion was made that all sections of the policy should be numbered. A question was raised on whether faculty with an mfa degree would be eligible to serve on dissertation or PhD committees. Dr. Liberman asked that the members review the language that UF used for their graduate faculty committees and indicated that, at the next meeting the committee could add additional language from UF's policy as appropriate.

**Announcements and adjournment.** Dr. Liberman adjourned the meeting at 9:45. The committee will continue to review graduate faculty qualifications at the next meeting.

**Next meeting.** The next meeting of this committee is scheduled for March 20, 8:30 a.m. in MH 243.

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