

UCF Graduate Council

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GRADUATE POLICY COMMITTEE MINUTES

Minutes of December 05, 2012 meeting

Members Present

Jeffrey Bedwell, Cheryl Cabrera, Youngsoo Choi, Kevin Coffey, Linda Colding, Steven Ebert, Loretta Forlaw, C. Ross Hinkle, Jim Moharam, Cheyenne Ro, Joshua Solomon

Recorder

Rhonda Nelson

Welcome and call to order: Chair Moharam called the meeting to order and a quorum was established. Minutes were reviewed and approved.

Chair Moharam indicated that Dr. Stern was attending a conference today and that Dr. Hinkle will be attending but arriving a little late due to another meeting.

H/P/F grading. Dr. Moharam reported that no additional meetings have been held since he gave the last update. At the last meeting, Chair Ida Cook had asked all members to talk with their colleges regarding this grading. Five or six colleges on Cook's committee had no objections to this grading and most said they would not use H grading.

Inclusion of ethics statement in syllabi. Dr. Moharam reported that Student Services was proposing this and is asking for feedback. The syllabus is not consistent throughout the university. The grading scheme goes through the curriculum committee. The handout on the draft policy was reviewed. Discussion was held on syllabi and members asked whether there was an existing policy for this. On the second yellow highlight, change the wording "a" statement to "the" statement. A comment was that if the policy was standard, you shouldn't have to remind the student each time. Ro felt that the syllabus should be detailed and everything spelled out. Bedwell indicated that if the instructor has more specifics that are not outlined in the golden rule, this needs to be included in the syllabus. Coffey does not think we should have a syllabus policy where they are required to be all the same. He's against the new rules. Dr. Moharam asked whether there was a legitimate need to inform the students on what was allowed. The university policy is very general. Ebert agreed with Coffey. They should make note of the golden rule in the syllabus. Nursing indicated that they have special wording they put in their syllabi. One member pointed out that the FCTL has an existing syllabi policy on their website. This was brought up on the screen for everyone to review. Coffey said to add "subject to change" on the syllabus. The committee questioned what the word "finalized" meant in the first highlight and did that mean that the syllabus could not be changed. Coffey said to take this word out. They agreed that some things can change on a syllabus but other things could not. Forlaw said dates may change but not the content. She indicated that there was still transitioning going on, especially in online classes. CON makes a generic academic statement on their syllabi. There are issues with the final exam. Online exams are different but should have a set time.

Grading scale for research courses (referred from the Curriculum Committee). Chair Moharam reported that Dr. Stern had talked with the associate deans regarding this at their last meeting. The associate deans agreed that all research and scholarly work should be S/U but some disciplinary training courses could be A-F. Dr. Moharam asked the committee on whether the research and scholarly work should be set up as S/U and if the disciplinary training courses could be A-F. The committee voted and agreed with these statements. Changes to the policy language reflecting these statements will be brought to the committee for consideration at the next meeting.

Next semester. Dr. Moharam indicated that we would like to continue meeting at 10:00 on Wednesdays. Rhonda will follow up with a note to all members regarding this.

Announcements and adjournment. Dr. Moharam asked the committee for any additional issues for the next semester. The meeting adjourned at 11:15 a.m.

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