

# UCF Graduate Council

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## PROGRAM REVIEW AND AWARDS COMMITTEE MINUTES

### Minutes of November 20, 2009 meeting

**Members Present**

Patricia Bishop, Michael Caputo, Paul Dombrowski, Ahmad Elshennawy, Rich Gause, Patrick LiKamWa, H.G. Parsa, Max Poole, Stephen Sivo, Harry Weger

**Recorder**

Tara Johnson

**Welcome and call to order:** Dr. Paul Dombrowki called the meeting to order and a quorum was established.

Minutes from November 6<sup>th</sup> were approved.

There was much discussion about the criteria for graduate faculty reappointment. It was decided that faculty members being considered for reappointment should have participated in graduate education in the last seven years and should have reasonable strength in at least one of the areas of participation. Reappointment to the "Full" graduate faculty status must consider the areas of strength such as "research/creativity" and "service on student advisory committees" as required in the Graduate Faculty Policy. The areas of participation to be considered are the following:

1. Research/creative activity and publication in the last 7 years
2. Service on student advisory graduate committees in the last 7 years
3. Teaching at the graduate level in the last 7 years (including formal courses and research courses)
4. Chairing thesis or dissertation committees in the last 7 years
5. Other professional activities in the last 7 years including service on university, college, or program level graduate administrative committees (e.g. Graduate Program Committee, Graduate Council, etc.)

\*participation scale to be used in each category – extensive, modest, limited, none

It was noted that in the process of re-nominating a faculty member, each program may have other criteria for re-nomination different from the five above. Therefore, the Graduate Program Review Committee should only make a recommendation of "approval" or "denial" on the level for which the faculty member was nominated and not recommend appointment to a higher level than the faculty member was initially nominated.

It was decided that the reviews will be conducted by teams of at least two committee members and any differences of their recommendations will be resolved by the entire Graduate Program Review Committee. It was recognized that their judgment will be subjective.

It was noted that some inactive faculty members may choose not to seek reappointment to the Graduate Faculty. This may alleviate some problems within a department.

After the review and recommendation of the Graduate Program Review Committee, Dr. Bishop will make the actual reappointment of the graduate faculty member to the College of Graduate Studies.

The faculty reappointments for the Health Services MS program will be sent to the committee along with a template based on the five categories of participation. It was decided that the committee should review the nominations using the template and we will compare our recommendations at the next meeting as a training exercise.

### Other Business

The appointment of librarians was discussed since they are not in any academic department but nevertheless often serve on student committees. It was noted that they can currently serve if they are nominated by the programs. However, there was concern that they were not grandfathered-in since they were not in academic departments from which the initial grandfathered appointments arose. Perhaps we should identify those currently serving on committees and request that the programs with those committees be encouraged to nominate them to the "Graduate Scholar" level. Graduate College will think about this.

The meeting adjourned at 11:20 am.