

# UCF Graduate Council

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## PROGRAM REVIEW AND AWARDS COMMITTEE MINUTES

### Minutes of October 30, 2015 meeting

#### Welcome and call to order

The meeting was called to order at 9:02 am by committee chair Dr. John Schultz and a quorum was established.

#### General business

The minutes from the October 16th meeting were reviewed and approved unanimously.

#### New program proposal

The BOG Criteria Worksheet for the Data Analytics MS was reviewed by the committee to ensure each category included the comments, suggestions for improvement, and opinions of the committee. A discussion followed of how the overall rating for each category was determined taking into consideration the individual votes of each committee member. A suggestion was made to include more specific information about the fellows mentioned in the criteria. After the discussion, a motion was made and approved unanimously to approve the BOG Criteria Worksheet.

Dr. Jasinski reminded the committee of the new program proposal for Biomedical Engineering MS which will be reviewed at the November 13th meeting in MH 395E. All related documents have been uploaded to the GradInfo site for review. The importance of reading the proposal and supplemental material was stressed. It was suggested that the committee members fill out the BOG criteria while reading the proposal in preparation to complete the criteria with great detail as a group.

#### Review of the College of Arts and Humanities (SVAD and SPA) Faculty Nominations

The College of Arts and Humanities review began with a brief discussion of the different types of degrees in the arts including DMA, MM, MFA, etc. and what is considered to be a terminal degree. Graduate Faculty with the terminal degree of MFA were discussed in relation to their eligibility of chairing dissertation committees. Although the College of Arts and Humanities currently does not have a doctoral program in SVAD or SPA, if given the ability to chair, the faculty could potentially serve on committees of related degrees in other colleges. Dr. Jasinski explained that the current policy allows individual programs and departments to enforce stricter conditions on faculty serving as the committee chairs. Dr. Jasinski asked if an additional category, Teaching Only, within Graduate Faculty status would be helpful. A discussion followed and the committee agreed this would be a helpful distinction. Dr. Jasinski will bring the idea to an upcoming policy committee meeting.

Concerns were brought by the main reviewers and several members of the committee that the CVs did not provide specific dates or enough information about recent creative experience, committee work to completion, and courses taught at the graduate level. Dr. Chakrabarti and Dr. LiKamWa suggested that for future reviews, it be suggested to Academic Affairs to require a form or template that will assist each nominee in providing the required information for the upcoming review cycle.

The results from the primary reviewers Dr. Chakrabarti, Dr. Gause, and Dr. Snyder were displayed and discussed.

Faculty files from the School of Performing Arts in the College of Arts and Humanities were reviewed. No faculty members were approved without further review.

- Thirteen faculty members were discussed by the committee:
  - Five faculty members were recommended as Graduate Faculty.
  - For the final status to be determined for eight faculty members, more information was requested to clarify previous experience on a thesis or dissertation committee to completion and dates of creative activity.

Faculty files from the School of Visual Arts and Design in the College of Arts and Humanities were reviewed. Fourteen faculty members were approved without further review.

- Thirteen faculty members were discussed by the committee:
  - Six faculty members were recommended as Graduate Faculty.
  - For the final status to be determined for seven faculty members, more information was requested to clarify previous experience on a thesis or dissertation committee to completion and recent creative activity.

#### Conclusion

Gerald Smith, Rich Gause, and Lotzi Bölöni will be the primary reviewers for the Biomedical Engineering MS proposal at the November 13th meeting.

The meeting was adjourned at approximately 10:28am. The next meeting will be held on November 13th at 9:00am in MH 395E.

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