**Graduate Council Policy Committee**

**October 25, 2023● 10:30 am ● Zoom Meeting**

**MINUTES**

**Members Present:** Lisa Martino (CCIE, **Chair**), Annette Bourgault (CON), Brandy Dieterle (CAH), Ghaith Rabadi (CGS), Jeong-Yeol Park (RCHM), Laurie Neely (CHPS), Roy Herve (COM), Sarah Norris (UL, Vice Chair), Uluc Aysun (COB), Zhisheng Shuai (COS), Christian Stalnaker (Student Representative)

**Guests Present:** Anastasia Salter (CAH), Anne Hubbard (CGS), Barbara Fritzsche (CGS), Brandy Pieper, Elizabeth Klonoff (CGS), Jihe (Jackie) Zhao (COM), Jennifer Parham, John Weishampel (CGS), Natasha Stubbs (CGS), Patrick LiKamWa (COP), Tonya Walker (COS), Ranetta Guinn (CHPS), Ronnie Zimmerman (CCIE), Steven Heglund (CON)

**Recorder:**  Francine Pollaci

**Welcome and call to order.**

The meeting was called to order at 10:30 AM by committee chair, Dr. Lisa Martino.

A quorum was established.

**Approval of Minutes**

October 11, 2023

**Old business**

1. Review website comments on the Graduate Enrollment policies.
   1. Motion granted to approve verbiage to clarify that students need to enroll for defense of thesis or dissertation.
   2. Motion granted to approve verbiage deletion regarding Special leave of absence. (This information is referenced at another area of the catalog).
2. Review website comments on Faculty member status.
   1. Motion granted to approve verbiage, “Graduate Faculty member who leaves UCF to serve on thesis or dissertation committees as Graduate Faculty for up to 12 months (with approval from the graduate program committee).”
3. Academic Misconduct policy review to be discussed.
   1. Policy proposal regarding ‘student found to have committed academic misconduct at graduate level will be dismissed.’ Elizabeth Klonoff & Barbara Fritzsche
   2. Review draft for academic misconduct policy
      1. Committee to review and post comments to a separate document.
      2. Continue discussion at the next policy meeting.

**New Business –** Elizabeth Klonoff (CGS)

Incomplete grade – for further discussion at the next policy meeting.

Discussion to change the practice and the clarify the policy to align with the Graduate Catalog. Take away 12-month rule on changing the “Incomplete” grade get the e-form to ping the instructor.

**Adjourned 11:29 AM**

**Members of the Graduate Policy Committee**

Lisa Martino, CCIE (Chair)

Annette Bourgault, CON

Brandy Dieterle, CAH

David Mohaisen, CECS

Ghaith Rabadi, CGS

Jeong-Yeol Park, RCHM

Laurie Neely, CHPS

Roy Herve, COM

Sarah Norris, UL

Sasan Fathpour, CREOL

Uluc Aysun, COB

Zhisheng Shuai, COS

Christian Stalnaker, Student Representative

Alan Fyall, ex officio, RCHM

Ali Gordon, ex officio, CECS

Anastasia Salter, ex officio, CAH

Anne Hubbard, CGS

Barbara Fritzsche, ex officio, CGS

Elizabeth Klonoff, ex officio, CGS

Jihe (Jackie) Zhao, ex officio, COM

Joel Cramer, ex officio, CHPS

John Weishampel, ex officio, CGS

Kerstin Hamann, ex officio, COS

Patrick LiKamWa, ex officio, CREOL

Ronnie Zimmerman, ex officio, CCIE

Sevil Sonmez, ex officio, COB

Stephen Heglund, ex officio, CON