

GRADUATE COUNCIL MEETING MINUTES

May 18, 2017

1:00 P.M.

GRINTER HALL ROOM 110

MEMBERS PRESENT: Dr. Paul Duncan (Chair); Dr. Tom Frazer; Dr. Christopher Hass; Dr. Raymond Issa; Dr. Bruce MacFadden; Dr. John Shea; Dr. Jane Southworth; Ms. Mirna Amaya (GSC rep)

MEMBERS ABSENT: Dr. Karen Bjorndal; Dr. David Bloom; Dr. Nancy Fichtman Dana; Dr. Mahendrarajah Nimalendran; Dr. Joanna Peris; Dr. Connie Shehan; Ms. Karastin Katusin (GSC alternate)

GUESTS PRESENT: Dr. David Gilland (College of Engineering); Dr. Jeff Harrison (College of Medicine); Ms. Kimberly Mahoney (College of Pharmacy); Mr. Robert McGarrah (Office of Admissions); Dr. Kevin Orr (The College of the Arts); Dr. Ammon Peck (College of Veterinary Medicine); Dr. Meg Portillo (College of Design, Construction and Planning); Mr. Steve Pritz (Office of the University Registrar); Dr. Tom Rowe (College of Medicine);

STAFF PRESENT: Ms. Gann Enholm; Ms. Caroline Lentz; Mr. Matt Mitterko; Dr. Judy Traveis; Ms. Patricia Van Wert; Ms. Stacy Wallace

The meeting was called to order at 1:03 p.m.

I. ACTION ITEMS:

1. **Minutes from the April 19, 2017 Graduate Council meeting.** A motion to approve was made, seconded, and passed unanimously.

CERTIFICATES:

2. **Proposal from the College of Engineering to close the graduate certificate in Wind Turbines (#11533).** A motion to approve was made, seconded, and passed unanimously.
3. **Proposal from the College of Engineering to close the graduate certificate in Medical Physics (#11645).** Dr. David Gilland was present for discussion. Dr. Gilland confirmed the unit will offer courses through spring 2018 and the certificate closure will be effective summer 2018. A motion to approve was made, seconded, and passed unanimously.

COMBINED DEGREE:

4. **Proposal from the College of Design, Construction Planning to offer a combined bachelor's/master's degree program between the Bachelor of Science in Sustainability and the Built Environment and the Master of Historic Preservation.** Dr. Meg Portillo was present for discussion. Dr. Duncan explained the matrix of courses sent to Graduate Council in their agenda enclosures had been updated by the unit prior to the meeting.

GC Member: Most combined degrees can double count 9 credits. Why is this one different?

Ms. Enholm: Units can count up to 12. This is for a 42 credit master's program, so the program is 12 credits more than what is standard.

A motion to approve was made, seconded, and passed unanimously.

CONCENTRATIONS:

The following concentrations (5-6) were presented collectively.

5. **Proposal from the College of Agricultural and Life Sciences to cease participation in the concentration in Hydrologic Sciences for the Ph.D. in Food and Resource Economics (#11218).** A motion to approve was made, seconded, and passed unanimously.
6. **Proposal from the College of Agricultural and Life Sciences to cease participation in the concentration in Hydrologic Sciences for the Master of Science in Food and Resource Economics (#11219).** A motion to approve was made, seconded, and passed unanimously.

The following concentrations (7-8) were presented collectively.

7. **Proposal from the College of Agricultural and Life Sciences to cease participation in the concentration in Toxicology for the Ph.D. in Food and Resource Economics (#11221).** A motion to approve was made, seconded, and passed unanimously.
8. **Proposal from the College of Agricultural and Life Sciences to cease participation in the concentration in Toxicology for the Master of Science in Food and Resource Economics (#11220).** A motion to approve was made, seconded, and passed unanimously.

The following concentrations (9-11) were presented collectively. Dr. Tom Rowe was present for discussion. Dr. Rowe confirmed there is no new curriculum for the two newly created concentrations and this change seeks to split the courses to the appropriate disciplines.

9. **Proposal from the College of Medicine to close the concentration in Physiology and Pharmacology for the Ph.D. in Medical Sciences (#11624).** A motion to approve was made, seconded, and passed unanimously.
10. **Proposal from the College of Medicine to create a new concentration in Physiology and Functional Genomics for the Ph.D. in Medical Sciences (#11622).** A motion to approve was made, seconded, and passed unanimously.
11. **Proposal from the College of Medicine to create a new concentration in Pharmacology and Therapeutics for the Ph.D. in Medical Sciences (#11623).** A motion to approve was made, seconded, and passed unanimously.
12. **Proposal from the College of Medicine to create a new concentration in Pharmacology for the Master of Science in Medical Sciences (#11613).** Dr. Jeff Harrison was present for discussion.

GC Member: The students in this concentration will take 7 credits a semester, but most take 9.

Dr. Harrison: The total credits is 30, and some of the courses are didactic. This is a thesis degree, so the bulk of the credits are made up of research.

GC Member: What about a student on an assistantship?

Dr. Harrison: They would have to increase their research credits or there are options to take additional courses. We offer some 1 credit courses students can take if myself, the student's mentor and the committee agree.

Dr. Duncan: The general question is are your students typically on assistantships?

Dr. Harrison: No.

GC Member: What is the relationship between this and what they do in the College of Pharmacy?

Dr. Harrison: Our program is distinct, but there is some overlap. There is no equivalent in the College of Pharmacy that would lead to a Master's in Pharmacy.

GC Member: Did the College of Pharmacy see the proposal?

Dr. Harrison: No, but we have this concentration at the Ph.D. level and this is intended to interface with our existing Ph.D. program.

Ms. Mahoney: There is no Master's or Ph.D. in Pharmacology offered through the College of Pharmacy. Our major is Pharmaceutical Sciences.

Dr. Duncan: This proposal could be approved pending a signoff from the College of Pharmacy. A motion to approve pending signoff was made, seconded, and passed unanimously.

13. **Proposal from the College of the Arts to create a new concentration in Jazz Studies for the Master of Music with a major in Music degree (#11657).** Dr. Kevin Orr was present for discussion. Dr. Orr explained this concentration is solving a problem for a jazz faculty member, Dr. Scott Wilson, who has been at UF for about 7 years. This Master of Music degree program is mostly for professional musicians, and for jazz musicians in the program there is no home for them at UF. They have found other disciplines to pursue while being able to study under Dr. Wilson, but no one is happy and the students are not getting the credentials they want.

GC Member: Are there other master's programs in jazz nationally?

Dr. Orr: There are, but we don't aim to have an enormous jazz program. We want a concentration rather than a new degree program.

A motion to approve was made, seconded, and passed unanimously.

DEPARTMENT NAME CHANGE:

14. **Proposal from the College of Veterinary Medicine to change the name of the Department of Infectious Diseases and Pathology to the Department of Infectious Diseases and Immunology (#11596).** Dr. Ammon Peck was present for discussion. Dr. Duncan explained this change is the result of the new Department of Comparative, Diagnostic and Population Medicine the college created earlier this year. The college realized the pathologists went to the new department, so this name change was warranted. A motion to approve was made, seconded, and passed unanimously.

IDP TEMPLATE:

15. **Proposal to approve the Individual Development Plan (IDP) Template.** Dr. Paul Duncan and Mr. Matt Mitterko were present for discussion.

GC Member: How are these managed?

Mr. Mitterko: The intent is for this to be a template the students and their mentor(s) can complete. The retention of the completed form and its updates will occur at the program level. We are considering including a checkbox in GIMS associated with each student's Ph.D. degree segment. There will be variability in how the retention is handled. The signature page could be stored at the college level.

GC Member: This would not put a hold on students' registration?

Mr. Mitterko: No.

GC Member: Will there be classes or trainings that correspond to the skillsets on which we are evaluating the students? We need resources to address the areas where the students need improvement, and the departments can't house all of these.

Mr. Mitterko: These templates are meant to be generic, so they could be adjusted to each program's needs. And for the resources question, in the fall we plan to work with the Career Resource Center to do some workshop planning.

Dr. Duncan: We are also going to work with the Dean of Students office to compile a list of resources available to students as well.

GC Member: The College of Medicine has an ongoing professional development series.

Dr. Duncan: IFAS does too.

GC Member: Why do we fill this out at the end of the first year? If it's a plan, shouldn't it be filled out at the beginning?

Dr. Duncan: Some students cross disciplinary lines. The Year 1 template could be completed over the first year since some students haven't selected their mentor at the beginning of the year.

GC Member: If we keep the signature page only, we won't know what was agreed on, so the units should keep their own copy.

GC Member: Is there a Word version of this template?

Mr. Mitterko: Yes, I have created a Word version.

GC Member: I'm interested in the compliance issue. I have a small staff, and I don't want to have to be responsible for policing that it's been done.

Dr. Duncan: The Provost wants to know this is being taken seriously. If there is ever an issue and the IDP needs to be referred to, it needs to be in place if a problem arises.

GC Member: What if students are already enrolled? Do they have to go back and complete this?

Dr. Duncan: We will not retroactively impose regulations and there is no penalty we know of associated with this. We hope the students and mentors see the benefit of having this plan in place.

A motion to approve was made, seconded, and passed unanimously.

MAJOR:

16. **Proposal from the College of Pharmacy for a modification to the curriculum of the major of Pharmaceutical Sciences for the Master of Science in Pharmacy (#11682).** Ms. Kim Mahoney was present for discussion. Ms. Mahoney explained the students in the Pharmacotherapy and Translational Research major take many courses outside of their major, including GMS 7003, PCB 5065, and PHC 6001. These courses currently count for their degrees but not as major coursework. The department requested that these courses be added to the Pharmacotherapy and Translational Research course listing in the graduate catalog. A motion to approve was made, seconded, and passed unanimously.

II. INFORMATION ITEMS:

17. Announcement of the Graduate Council 2017-2020 newly appointed members. Dr. Duncan announced the new members appointed by the Provost are Dr. James McLeskey from the College of Education and Dr. Sihong Song from the College of Pharmacy.
18. Graduate Programs – Online and/or Self-Funded (No new items).

The meeting was adjourned at 1:56 p.m.