

MINUTES
GRADUATE COUNCIL
SEPTEMBER 15, 1994

MEMBERS PRESENT: Karen A. Holbrook, Chair, William F. Chamberlain, Patricia Craddock, Nicolae Cristescu, Susan Frost, David A. Jones, Mary Grace Kantowski, Richard J. Lutz, Scotty Powers, Rachel Shireman, Anita Spring, and Richard Yost

OTHERS PRESENT: Jack L. Fry and Michael Cohen

STAFF PRESENT: Michael J. Phillip, Dorothy Long, Helen Martin, Phyl Schmidt, Julie Shih

The Graduate Council meeting opened with the introduction of new members, returning members, student participants of the Graduate Council, and staff. The chair announced the appointment of Dr. Richard J. Lutz as the new Associate Dean for Academic Programs and Student Affairs. It was agreed that future meetings would be scheduled at 1:00 p.m.

I. ACTION ITEMS

1. The Graduate Council approved unanimously the Minutes of the May 19, 1994 meeting. The chair stated that future Minutes will be amplified to include a detailed executive summary of the discussions in order to determine why decisions were made and conclusions attained on policy issues.
2. A petition from Kenneth Osfield to pursue an Ed.D. in the Department of Educational Leadership was presented to the Council for consideration. Ms. Julie Shih reviewed the policy on faculty members pursuing graduate degrees while holding full-time positions at the University of Florida for the benefit of the new members. Following discussion by the Council and a brief presentation from Mr. Osfield, a motion was made and approved unanimously to allow him to pursue the degree. The Guidelines for University of Florida Faculty Members Pursuing Graduate Degrees at This Institution (Fall 1990) Section II state that "The faculty member must present a plan of study and employment in which he/she registers for a maximum of nine credit hours and works at no more than 50% FTE employment status during the entire period of graduate study from the time of admission until the completion of degree requirements." The Graduate Council recommended that this item be reviewed inasmuch as many faculty will work 100% and register for a variable number of credits. The policy should be rewritten to reflect that change.
3. The proposals from Dr. James A. Deyrup, Professor Chemistry and Director of Graduate Studies and Dr. Louis A. Ritz, Associate Professor and Graduate Coordinator were reviewed by the Council. The letters outlined the situation whereby graduate students who enter the program in the first semester may not maintain a 3.0 grade point average and as a result, lose the stipend and tuition waiver. Although the student can petition for

the stipend to be continued, the option for the tuition payment is taken away. The Council recognized that the transition for many students from an undergraduate program to Graduate School is difficult, requiring a period of adjustment, and they find themselves unable to perform as well as expected according to their ability. Many of these students are hurt significantly by losing the financial support and may be discouraged from continuing in a graduate program. The Council voted unanimously to allow graduate students to retain the tuition payment if their GPA falls below 3.0; consequently the stipend and tuition payment should not be uncoupled. The Council recommended that language be drafted along the lines of Dr. Deyrup's second paragraph in his letter and that the document be reviewed at the next meeting.

4. The request from Vice Provost Gene Hemp to review the current policy of the Graduate School to restrict enrollment of graduate students with fewer than 30 credit hours in order to increase their employment beyond .50 FTE was presented to the Council. This policy was suspended in the summer of 1993 so that the salary level for teaching assistants could be maintained the same as it had been the previous semester. Dr. Hemp suggests that the policy could be enforced for the fall and spring semesters, but during the summer the Graduate School may wish to lift the requirement. It was determined that employment standards for graduate assistants are set by the BOR. Consequently, the Graduate School cannot arbitrarily disregard these regulations. Dr. Hemp's letter further stated that "Foreign nationals are restricted to no greater than .50 FTE in general." The Council questioned the source of this information. Because this is a problem the University has in paying students adequately (taking into consideration the BOR policy), it was recommended that Patricia Craddock, Rich Lutz, and Karen Holbrook meet with Dr. Hemp regarding a potential resolution for the summer session.
5. The proposed statement for the Constitution regarding appointment of members to the Graduate Council should include the following issues and a reference to graduate student membership:
 - a. A Nominating Committee of no fewer than three members will be appointed by the Dean of the Graduate School.
 - b. The Nominating Committee will provide a slate of six or more candidates which will be discussed by the membership of the Graduate Council and ultimately limited to six who would be put forth to the graduate faculty for a vote. This process needs to take place before the end of the spring semester. Once the vote has been taken the larger slate and the remaining candidates who were not elected should be presented to the Provost for his/her consideration of the appointments to be made from that office. The Council suggested that the statement should include reference on the balance of units on campus in the composition of the Graduate Council and that the Graduate School should provide the Nominating Committee with data on the number of students in each unit so that the balance can be assured.

6. Dr. Jack L. Fry, Assistant Dean for Academic Programs, presented a proposal to the Council for approval to combine the Animal Sciences masters degree--Animal Science and Dairy-Poultry Sciences to be effective Fall 1995. The Council voted unanimously to approve the request.

Dr. Holbrook expressed concern about discussing and approving programs in the presence of individuals who submit the request to the Council. She suggested that a policy be adopted to conclude discussions and vote on controversial issues without the presence of the requester. Following discussion by the Council, it was determined that this action would be in violation of the Sunshine Law in the State of Florida. Additional clarification will be obtained from the General Counsel's office.

7. The chair presented the Graduate Faculty Appointment Policy criteria to the Council in order to have some guidelines when reviewing recommendations submitted by the departments. Requests for new appointments to the graduate faculty are reviewed by the Dean as well as those faculty with GSF and restricted status. She suggested that some form of minimum criteria be established in order to be consistent when reviewing recommendations. In addition, departments should be asked to submit their criteria for appointment to the graduate faculty in order to maintain the standards of the Graduate School. Following discussion by the Council, it was recommended that the section titled "Criteria for Appointment" should instead be titled Review Considerations. The opening paragraph which is concluded with..."subject to the following minimum requirements:" should have minimum requirements deleted and expectations added in its place. Item 3 should state "The faculty member will ordinarily present recent refereed research publications..." as opposed to "must present" Item 4 should be eliminated. Page 2, the section titled "Procedure for Appointment" should be deleted. A new section should be added, "Termination of Graduate Faculty Appointments." A recommended statement could be added as follows: "Departments are encouraged to review the composition of the graduate faculty on a regular basis with the goal of maintaining appointments for those individuals who are actively interested and involved in graduate teaching and research.