

MINUTES
GRADUATE COUNCIL
December 15, 2005
1:30 P.M.

MEMBERS PRESENT: Dr. Kenneth Gerhardt, Chair; Dr. Jane Brockmann, Dr. Kenneth Campbell, Dr. Nicholas Comerford, Dr. Eileen Fennell, Dr. Abraham Hartzema, Dr. Ann Horgas, Ms. Jensen Montambault, Dr. Dietmar Siemann, Dr. David Tanner

MEMBERS ABSENT: Dr. Thomas Crisman, Dr. Robert Holt, Dr. Linda Hon, Dr. Panagote Pardalos, Ms. Cynthia Puranik, Dr. Colin Sumners

GUESTS PRESENT: Mr. Steve Pritz, Dr. ME Swisher

STAFF PRESENT: Dr. Karen Bradley, Dr. Vivian Correa, Ms. Gann Enholm, Mr. Gary Hartge, Ms. Anne Taylor

I. ACTION ITEMS

1. Minutes of November 17 2005, Graduate Council Meeting: Approved

2. Proposal for a concentration in Community Studies under the M.S. degree with a major in Family, Youth, and Community Sciences and under the degree Master of Family, Youth, and Community Sciences. Dr. Mickie Swisher presented the proposal for this first formal concentration under the Family, Youth and Community Sciences major. In the future, "Youth" will become a more focused topic. There are about 15 students/year who will pursue this concentration. Additional electives already in the department might be considered for inclusion. The concentration will help students put together a more comprehensive program. A formal concentration will be an advantage for employment, particularly in the public and non-profit private sectors. The proposal was approved unanimously, effective Fall 2006.

II. DISCUSSION ITEMS

3. Using GatorLink ID and password to authenticate graduate student degree program data via the Graduate Information Management System (GIMS). Dr. Gerhardt began the conversation by reminding the Council that the Graduate School's role is to implement and monitor policy and procedures set by the Graduate Council. The mode of business is to actively partner with the programs and departments to carry out the implementation and monitoring.

To this end, the Graduate School wants to transition many of the required forms from hard copy (with imaging to the student's file), to completely electronic submission via the GIMS system. The final exam form is a good example. The plan would be to have the departments download the form from GIMS, and have all necessary information already printed. Necessary signatures would be authenticated at the department level. The original signed document would be retained at the department level for audit purposes. A process will be designed to electronically submit the information. A limited number of people will be authorized to access and submit. Some of the items to consider in the process will be who should verify the signatures, and who will be responsible to submit the data. After discussion among the members, it was decided that the Graduate School will vet the concept with colleges and departments, and bring a policy proposal forward for Council's review and action.

4. **A report of non-Ph.D. degrees awarded from 2000 to 2004.** This report is the second part of an analysis of graduate degrees awarded. Dr. Gerhardt circulated it in draft form to the Provost and Institutional Research for review and comment. It will be circulated to the departments with the caveat that the information is for internal use only, and that IR posts the official data. The data will be useful for departments to review their completion rates in the degrees offered, and consider whether all degrees are still appropriate. The overall impression is that some of the colleges offer many degrees, in multiple majors, that have very few students graduating.

The meeting adjourned at 2:50 pm.