

GRADUATE COUNCIL MEETING MINUTES

April 19, 2017

1:00 P.M.

GRINTER HALL ROOM 264

MEMBERS PRESENT: Dr. Henry Frierson (Chair); Dr. David Bloom; Dr. Nancy Fichtman Dana; Dr. Raymond Issa; Dr. Bruce MacFadden; Dr. Mahendrarajah Nimalendran; Dr. Joanna Peris; Dr. John Shea; Dr. Connie Shehan; Dr. Jane Southworth; Ms. Mirna Amaya (GSC rep)

MEMBERS ABSENT: Dr. Karen Bjorndal; Dr. Tom Frazer; Dr. Christopher Hass; Ms. Karastin Katusin (GSC alternate)

GUESTS PRESENT: Dr. Alyson Adams (College of Education); Ms. Herbenia Bowen (Warrington College of Business); Ms. Suzie Burns (Office of Admissions); Ms. Susan Gardner (College of Medicine); Dr. Kevin Orr (College of the Arts); Mr. Steve Pritz (Office of the University Registrar); Dr. Paul Richards (College of the Arts); Ms. Nicole Sloan (College of Agricultural and Life Sciences)

STAFF PRESENT: Dr. Paul Duncan; Dr. Emilia Hodge; Ms. Caroline Lentz; Mr. Matt Mitterko; Dr. Rhonda Moraca; 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 March 16, 2017 Graduate Council meeting.** An error was noted in Action item #3. The words "Arts" was removed from the college name, and pending revision of this error, a motion to approve was made, seconded, and passed unanimously.

CERTIFICATES:

2. **Proposal from the College of Education for a modification to the graduate certificate in Science or Mathematics Teaching (#11379).** Dr. Alyson Adams was present for discussion. A motion to approve was made, seconded, and passed unanimously.
3. **Proposal from the College of Medicine for a new graduate certificate in Biomedical Scientist as Educator (#11583).** Ms. Susan Gardner was present for discussion. A GC member pointed out the courses for the certificate appear to be mainly evaluation and asked if that is the intent or if any of the courses are didactic. Ms. Gardner indicated Dr. Behar-Horenstein was available by phone if needed. A motion to table was made, seconded, and passed unanimously. A motion to untable was made, seconded, and passed unanimously. Dr. Behar-Horenstein, via phone, explained that the first course in this certificate is designed to teach students the elements of curriculum. The second course deals with curricular models and teaches students how to develop syllabi. Students will be taught to evaluate their own teaching styles to adapt or change them if needed in order to meet the individual needs of learners. A motion to approve was made, seconded, and passed unanimously.

CONCENTRATIONS:

4. **Proposal from the College of Agricultural and Life Sciences for a modification to the curriculum for the concentration in Family and Youth Development for the M.S. in Family, Youth and Community Sciences (#11455).** Ms. Nicole Sloan was present for discussion. A motion to approve was made, seconded, and passed unanimously.

The following concentrations (5-13) were presented collectively. Ms. Herbenia Bowen was present for discussion. Ms. Herbenia Bowen explained there are no students enrolled in these concentrations, and their removal aligns with the industry, the electives they offer, and the students' placement. Several of these concentrations within the M.B.A. have evolved to become specialized Master degree programs that stand apart from the M.B.A. These closures will not affect any of the specialized master's degrees.

5. **Proposal from the Warrington College of Business to close the concentration in Entrepreneurship for the M.B.A. degree (#10957).**
6. **Proposal from the Warrington College of Business to close the concentration in Global Management for the M.B.A. degree (#10958).**
7. **Proposal from the Warrington College of Business to close the concentration in Human Resources for the M.B.A. degree (#10959).**
8. **Proposal from the Warrington College of Business to close the concentration in Information Systems and Operations Management for the M.B.A. degree (#10960).**
GC Member: Why is there a need to remove the ISOM concentration?
Ms. Bowen: We still have a Master of Science in Information Systems and Operations Management. The students in that degree will stay there and will not move to the M.B.A. program. We are essentially removing the information systems component and leaving the supply chain component.
9. **Proposal from the Warrington College of Business to close the concentration in International Studies for the M.B.A. degree (#10961).**
10. **Proposal from the Warrington College of Business to close the concentration in Latin American Business for the M.B.A. degree (#10962).**
11. **Proposal from the Warrington College of Business to close the concentration in Management for the M.B.A. degree (#10963).**
12. **Proposal from the Warrington College of Business to close the concentration in Security Analysis for the M.B.A. degree (#10964).**
13. **Proposal from the Warrington College of Business to close the concentration in Sports Administration for the M.B.A. degree (#10965).**

A motion to collectively approve Proposals 5 through 13 was made, seconded, and passed unanimously.

14. **Proposal from the Warrington College of Business for a new concentration in Supply Chain Management for the M.B.A. degree (#10966).** Ms. Herbenia Bowen was present for discussion. A motion to approve was made, seconded, and passed unanimously.

DEGREE PROGRAM:

15. **Proposal from the College of the Arts for the creation of a Doctor of Musical Arts degree (#11561).** Dr. Kevin Orr and Dr. Paul Richards were present for discussion. Dr. Orr explained this is a non-dissertation, project-based applied doctorate. Dr. Richards explained the degree will take three years if the student is very focused; otherwise, it will take four. This degree will most likely be for the M.M. (Master of Music) students. Accomplishing both the degrees will require five years post-baccalaureate.
- GC Member:** Is the name Doctor of Musical Arts preferable to a Doctor of Philosophy?
- Dr. Orr:** Our Ph.D. is more for students pursuing academic careers; this degree is focused on conducting and performance aspects.
- GC Member:** Please explain the cognate in Engineering.
- Dr. Orr:** We think this is an interesting option for the students, and we don't prescribe what their cognate will be. An example of the engineering cognate would be acoustical engineering.
- GC Member:** Do you have current students who are interested in this?
- Dr. Orr:** Yes, some faculty have current students who will want to pursue this.
- GC Member:** What is the funding for this?
- Dr. Orr:** This will be funded through redistribution. We were able to get faculty buy-in from within the master's programs.
- A motion to approve was made, seconded, and passed unanimously.

II. DISCUSSION ITEM:

16. **Individual Development Plans (IDP) Template.** Dr. Paul Duncan and Mr. Matt Mitterko were present for discussion. Dr. Duncan explained this document is a result of the UF Policy on PhD Programs consisting of 10 principles created last year by the Provost and faculty committee. That list was reviewed and confirmed by the Graduate Council and now needs to be implemented. It is the preference of UF that every PhD student be guided by an IDP. Approximately half of the colleges have their own template; others have IDPs in various stages of development. The Graduate School has developed a draft template that will be available to programs that need one. The Graduate School IDP template derives from an IDP of the College of Public Health and Health Professions, which in turn adapted theirs from Stanford and the University of Wisconsin. The documents are a discussion item this month and will move to be an action item in May.
- GC Member:** Do we present the template to our department faculty?
- Dr. Duncan:** Yes. And if you have things we should add to our template, please provide us with that feedback. The point of this is to introduce the concept.
- GC Member:** We have a suggested IDP in our college.
- Dr. Duncan:** We will not monitor what template you use as long as you are using something.
- Mr. Mitterko:** We worked to answer how this would fit in with existing documents and various models were discussed. We questioned if the document should be completed at the beginning of the year or what time would work best.

Dr. Duncan: We deliberately kept our template short and straight-forward to keep it from being onerous, especially as the person filling it out for the student could be an advisor or graduate coordinator who will not end up overseeing the student's PhD.

GC Member: Where does the document go once it's filled out?

Dr. Duncan: It is anticipated that the document is "owned" by the student, but that a current copy will be retained by the programs. The Provost will not monitor these, but does expect that the documents are being completed and maintained by the programs.

GC Member: We do ours about a month before the annual letter is written.

Dr. Duncan: The next step for the Graduate School after the template is approved is to develop a checkbox in GIMS or the new Compass system for record keeping.

GC Member: Who checks the box?

Dr. Duncan: The faculty, graduate coordinator, or advisor at the point of matriculation.

GC Member: What is the timeline for this?

Dr. Duncan: We will vote on it in May and it will be available to the campus in August 2017.

GC Member: Will the students have access to these documents?

Dr. Duncan: It will be the students' document and will be mutually developed and accessible.

III. INFORMATION ITEMS:

1. Update about Graduate Council election 2017-2020. Nominated new members are Dr. Warren Dixon (College of Engineering) and Dr. Kendal Broad-Wright (College of Liberal Arts and Sciences). Results will be sent to the Provost, who will appoint the remaining two members.
2. Graduate Programs – Online and Self-Funded
 - M.A.M.C. with a major in Mass Communication and a specialization in Digital Strategy
 - M.A.M.C. with a major in Mass Communication and a specialization in Political Communication
 - M.A.M.C. with a major in Mass Communication and a specialization in Public Interest Communications
 - Master of Health Science with a major in Environmental and Global Health with a concentration in One Health

The meeting was adjourned at 1:55 p.m.