Graduate Committee Minutes

9-22-16

**ACTION ITEMS**

Approval of Minutes

Goodman moved that the minutes from the 9-15-16 meeting be approved, Babanikos seconded, passed unanimously.

Mentor Effectiveness Plan

Treise presented our college’s plan to Paul Duncan after incorporating suggestions from this committee. Duncan said he will use our plan as a template for the university.

Doctoral Mentoring Award Nominee

Cynthia Morton Padovano is our college’s nominee for this award.

**INFORMATION ITEMS**

Graduate Student Teaching Awards

Nominations are limited to one nominee per college. We often had multiple winners in past years.

Suggested guidelines for the award include:

* nominee must have taught in previous semesters, not just the current term
* teaching must be in a face-to-face class, not online
* must have at least ten students in the class
* look at students closest to graduating
* nominee should have sole responsibility for the class, not a lab instructor

International Student Award Winners

Naa Amponsah Dodoo

Ilyoung Ju

Liliana Latorre

Jing (Taylor) Wen

Jung Won Chun

Accreditation

Treise spoke with Kathleen Kelly about the next ACEJMC accreditation. Kelly recommended we not pursue accreditation at this time because our Pro Master’s program is only in the first year and it would be better to wait. She feels it would not hurt our reputation to not pursue accreditation.

Graduate School Fellowships

The Graduate School will provide four fellowships to our college for $29,000 and our college will add $4000 to that for a total of $33,000 per newly named **Graduate School Preeminence Assistantship**. This covers three semesters for four years.

If our college does not put in the added $4000, the total amount will be dropped to $22,000.

Treise mentioned trying to increase our travel stipend to $1000 per year.

The current base for assistantships is $18,000 and the Dean will increase two assistantships to $24,000. All others will be $18,000.

Information about the Preeminence Assistantship will be on the UF Graduate School website.

Ferguson mentioned that if the $33,000 stipend is presented as amount per term, it doesn’t seem so much greater than the $22,000 which require fewer terms registered.

It was suggested certain criteria be established for choosing the top four, such as proof of scholarship, professional experience, high GRE score.

Doctoral Applicants Visitation

The Dean will provide funding to bring in doctoral students we think are the top applicants for a two-day visit. The general consensus is that we should bring in a maximum of 8 to 10. It was suggested March would be a good time for the visits.

**DISCUSSION ITEMS**

Treise distributed copies of the rubrics form used to rate Advanced-level courses and project/theses/dissertations final exams. In three previous semesters the advanced-level courses were rated as:

* 7 exceeded/22 met requirements
* 4 exceeded/34 met
* 3 exceeded/3 met

Treise asked if everyone is content with “meeting” requirements, not “exceeding.” It was mentioned that if the majority “exceed” it will seem that the standards are not high enough. Treise asked that members email her with any concerns/suggestions about the rubrics form.

It was suggested that perhaps all committee members could complete the rubrics form following the final defense, rather than only the chair.

Changes will be made to the Advanced-level class Data Sheet for Accessing SLOs and the MA Thesis Defense form to make them more useful.

Treise will notify members of the next meeting date.

ATTENDING: Babanikos, Ferguson, Goodman, Kelleher, Ostroff, Rodgers, Selepak, Spiker, Treise