

# **Graduate Faculty Meeting**

**Thursday, December 5, 2019**

**I. Call to Order**

Kelleher called the meeting to order at 9:00 a.m.

**II. Approval of Minutes**

A motion to approve the minutes from 4-25-19 and 9-12-19 was made by Hutchens, seconded by Coche, and passed unanimously.

**III. Degree certifications, graduation with distinction**

Kelleher presented the degree certification/graduation with distinction list to the members of the Graduate Committee for a vote before taking it to the full faculty. A motion to approve the list was made by Ostroff, seconded by Goodman, and passed unanimously.

**IV. Items approved by graduate committee**

**a. Proposal for revised Audience Analytics online graduate certificate**

Coffey's proposal for the certificate was approved by graduate faculty in May 2017. The revised proposal changes two of the course requirements. A motion to accept the revised proposal was made by Hutchens, seconded by Walsh-Childers, and passed unanimously.

**b. Proposed amendments to three-article dissertation policy**

Kelleher reviewed two changes to our document.

- The first clarified Graduate School requirements. "Per UF Editorial Office guidelines for *Articles as Part of a Thesis or Dissertation*: The thesis or dissertation must be organized into a unified whole and treated as one entire study. The Graduate School stresses the fact that the thesis or dissertation is the primary objective and publication [of component articles] is the secondary objective. All formatting must follow UF Editorial Office guidelines. See pages 24-25 for three-article option: <http://www.graduateschool.ufl.edu/media/graduate-school/pdf-files/Guide-for-ETDs.pdf> "
- The second expanded on the new #5 explaining exceptions to the rule of student work needing to be independent. "Committee-approved exceptions may be made to allow students to have another individual provide reliability checks through double screening (in case of systematic reviews) or double coding (in case of content or thematic analysis)."

A motion to approve the changes was made by Hutchens, seconded by Ostroff, and passed unanimously.

**c. New course proposals (MMC 6936 conversions)**

A motion was made by Hutchens, seconded by Kiouisis, and passed unanimously, to approve the following courses for submission to the Academic Approval process. The courses were reviewed and approved at an earlier Graduate Committee meeting.

- Communication, Technology and Society
- Documentary and Social Change
- Grant Writing
- Science and Health Policy
- Systematic Review Methods

**d. Six-credit rule for online courses in the in-residence master's program**

Kelleher explained that the six-credit rule was approved by the Graduate Committee many years ago. This is a review and confirmation that the rule will be followed. The committee discussed the possibility of offering nine credits of on-line classes, but it was determined that because that number would be over half the electives required, it would be kept at six, unless student's advisor approves more.

A motion was made by Ostroff to limit our MAMC in-residence students to six credits of online courses from our distance program or outside the college with the possibility of additional credits with the approval of the student's advisor. Hutchens seconded, and it passed unanimously.

**V. Graduate faculty nominations for lecturers**

Nominations for lecturers being added to graduate faculty were sent out for review earlier this week. Each nomination ballot details what the lecturer will be doing—in most cases, they will be allowed to serve as a chair or member of a project committee for any master's student. They would not be able to serve on a thesis committee or dissertation committee unless they were added as a "special" member.

Discussion followed regarding promotion for lecturers and that being on project committees should not be an expectation for promotion. The Tenure and Promotion committee is looking into this topic.

Ballots go live today (December 5) at Noon and will close Monday, Dec. 9. A 2/3 vote from the graduate faculty is required for approval.

It was suggested graduate faculty should be designated project or academic track to make it easier for students, and others, to understand their boundaries.

**VI. Task force to review master's tracks/requirements**

Kelleher informed the faculty that he has set up a task force to review the master's tracks and requirements. The task force will be made up of department chairs and graduate coordinators. He invited anyone interested in this topic to attend the meetings.

**VII. Other business**

There was no other business discussed.

**VIII. Adjourn**

Kelleher adjourned the meeting.