

Council Chair: Ray Miltenberger	
Policy/Fellowship Committee	EX OFFICIO (NON-VOTING)
Bahner, Ingrid – Policy Chair	Dwayne Smith, Dean, OGS
Biswal, Manas	Paul Sanberg, VP, Research and Innovation- <i>Not in attendance</i>
Buck, Harleah	Ruth Bahr, Assoc. Dean, OGS
Malservisi, Rocco	Shyam Mohapatra, Assoc Dean, Pharmacy- <i>Not in attendance</i>
Seibel, Brad - <i>Not in attendance</i>	Erin Sauer, Co-Pres, GAU - <i>Not in attendance</i>
Shivendu, Shivendu	Sam Badger, Co-Pres GAU - <i>Not in attendance</i>
Zgibor, Janice	Brandi Murphy GPSC President - <i>Not in attendance</i>
TBA: AS, ED, EN, MD, TA, Grad Students (2)	
Curriculum Committee	LIAISONS
Daughdrill, Gary- <i>Not in attendance</i>	Carol Hines-Cobb, OGS
Dave, Vrushank, Vice-Chair- <i>Not in attendance</i>	Joseph Butts, OGS
Davis, Amy	Brandis Waiz, OGS- <i>Not in attendance</i>
Hallock-Muller, Pam - <i>Not in attendance</i>	Toure Rider, Grad Certificates
Hooker, Robert	Cynthia Brown Hernandez, System Academics- <i>Not in attendance</i>
Johansson, Marcia, Curriculum Chair	Ruth Bahr, OGS
Mi, Xiyang	Norma Bedell, RO- <i>Not in attendance</i>
Varghese Gupta, Sheeba	Francisco Vera, Adm
TBA – AS, ED, EN, PH, TA, Grad Student (1)	Katie Wagner, Adm
	Mike Wrona, Associate VP- <i>Not in attendance</i>
	Theresa Chisolm, AVP- <i>Not in attendance</i>
	Roger Brindley, AVP USF World- <i>Not in attendance</i>
	Cindy DeLuca, Assoc. VP for In Ed. - <i>Not in attendance</i>

September 23, 2019 MINUTES

1. Dr. Miltenberger welcomed everyone and had introductions.
2. There was no public comment on agenda items
3. The [April 29, 2019 Minutes](#) were approved
4. Chair's Report - Dr. Miltenberger reported that he was not able to attend the last SEC meeting, but secured a copy of the minutes. The meeting primarily focused on consolidation, with much discussion. However, there were no definitive conclusions.
5. Committee Reports
 - [Policy Report](#) – Dr. Bahner presented. Report unanimously approved.
 - [Curriculum Report](#) – Dr. Johansson presented. Report unanimously approved.
6. Dean's & Associate Dean's Reports
 - Dr. Smith provided the following updates:
 - i. **Consolidation**- nothing firm yet. The President has put forth a plan, but there are still issues for governance, in particular in reference to the hiring, firing, and tenure of faculty and how that will be structured. The President is working with the BOG to determine a solution. The structure of OGS is also still pending final confirmation. The proposed organization is for a Dean, with Associate Deans on each campus, with the office working together as one unit. The Council discussed the updates and noted the concern for conflicts between State legislative requirements and SACSCOC accreditation requirements. Dr. Smith noted that faculty are encouraged to submit their observations and opinions directly to President Curral at president@usf.edu.

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- ii. **OGS Video** – The Office of Graduate Studies is producing several videos to help with recruiting. The focus is on juniors, as well as graduates who have found that the bachelor's is not sufficient for their career goals. The videos include:
 - 1. Why Graduate School?
 - 2. A video on the application process and funding
 - 3. A video to promote USF
- Dr. Bahr reported the following:
 - i. **Curriculum deadlines** – she received confirmation earlier in the day that curriculum changes had to be submitted no later than October 15. Graduate Certificates is already shut down. In addition, an email was sent out from Dr. Terry Chisolm requesting faculty review Certificates with low enrollment for potential termination. There is a one-week turnaround on that request. Changes for compliance for majors may still be done, but must be submitted as soon as possible to meet the October 15 deadline. This means that all of these changes will need to be reviewed at the October 7 Grad Council Curriculum meeting, which in turns put the deadline for submission to as soon as possible (the deadline was Sept 13 for the Oct 7 meeting; however, OGS will work with faculty as best we can).
 - ii. **Policy Integration** – the project to integrate all of the catalog policies between USFSP, USFSM and USFT must be done no later than Nov. 1st. Currently she has office staff pulling together the paper sections since the catalogs are all organized differently. We will need to integrate the language to ensure consistency. All of the revisions will need to be red-lined and approved by all three Graduate Councils.
 - iii. **3MT Competition** coming up – deadline to apply is October 11. Judges are needed. If interested, contact Dr. Bahr.
 - iv. **Chih Award** deadline is this Friday. Emails have been sent out advertising the award, but more applications are needed. Council members are asked to promote this opportunity. <https://www.usf.edu/graduate-studies/funding/fellowships-scholarships/chih-foundation-research-and-publication-award.aspx>
 - v. **Scholars of Excellence luncheon** is set for Tuesday, November 12.
- 7. New Business: Secretary Election
 - Carol Hines-Cobb provided the summary for duties – taking minutes at the full meeting of the Council (reports at the Committee meetings are done by OGS as a courtesy. The time needed to complete minutes does not take long. Most previous Secretaries have done the minutes during the meeting. No members volunteered or nominated another member. Dr. Miltenberger requested that OGS send out an email to all members regarding this position. Nominations (including self-nominations) are to be sent to cdh@usf.edu in advance of the next meeting. As a contingency plan, members will be asked to serve in the role on a rotation basis, alphabetically.
- 8. Meeting adjourned at 2:30 pm

Next meetings: Committees: October 7, 2019

Full Council: October 21, 2019