Greetings from the Office of Graduate Studies (OGS). On behalf of the dedicated staff of OGS, I am pleased to provide the 2015-2016 Annual Report. I am confident that you will find the contents of this report to provide an overview of the many activities and services delivered by this office. Overall, the activities and accomplishments described here reflect our strong commitment to support departments, schools, and Colleges in facilitating graduate education at USF, a mission crucial to the overall success of the institution.

The importance of graduate education at the University of South Florida has been accentuated recently by our being named as an “Emerging Preeminent” institution in the State University System. This is an important step in our being named as a “Preeminent” institution, a status currently held by only two much older institutions in the state. While much of the emphasis in the state legislature and the state’s Board of Governors is on the enhancement of undergraduate education, our designation as an “Emerging Preeminent” institution, and our pursuit of “Preeminent” status, adds a focus on outcomes associated with graduate education, especially its connection to the facilitation of the university’s research profile. The implication is that the graduate sector of our mission will need even more attention and development in the future.

Much of the success that we reported in this document is due to an impressive team effort from the dedicated staff in the Office of Graduate Studies. In particular, Assistant Dean Ruth Bahr’s presence in the office, especially her tireless facilitation of its day-to-day operations, have been crucial to moving things along. In addition, the efforts of the Graduate Council, chaired this past year by Dr. Russell Kirby, have been greatly appreciated, representing as they do the faculty voice in overseeing decisions regarding graduate-level policy, programs, and curriculum. As well, the Enrollment/Graduate Associate Deans group has been especially helpful in advising OGS on any number of issues that have arisen during the past year. Further, our partnership with Graduate Admissions in the Office of Admissions has been a fruitful, cooperative venture as we move into a newly emphasized era of central efforts to assist in graduate student recruitment and enrollment at the University of South Florida.

Undoubtedly, the academic year ahead will bring us yet new sets of challenges and opportunities to be successfully addressed. The Office of Graduate Studies will remain dedicated to playing a critical role in advancing graduate education at the University of South Florida, and contributing to achieving the ambitious goals that our institution strives to accomplish.

Sincerely,

M. Dwayne Smith, Ph.D.
Senior Vice Provost &
Dean, Office of Graduate Studies
Did you know...

This year the Office of Graduate Studies:

- Played a critical role in developing the Graduate and Professional Student Task Force – a collaboration between the Graduate and Professional Student Council and Student Government
- Provided a peer-to-peer financial advising program for graduate students
- Continued to develop and track TA training in conjunction with the Academy for Teaching and Learning (ATLE) and assisted INTO with enrollment in the International TA training classes
- Continued to develop, refine, and refocus our professional development offerings for graduate students
- Saw continued increases in the number of participants presenting at the 8th Annual Graduate Student Research Symposium, as well as initiated a new research event, the 3 minute thesis (3MT®)
- Sent the 9 graduate student winners of the Research Symposium to the Statewide Research Event at the University of Florida
- Provided 549 theses/dissertations to Scholar Commons, a database that has received close to 1,000,000 hits this year
- Provided $2,730,935 in fellowship awards to 237 graduate students
- Provided over $26,586 to support conference travel
- Awarded $2000 fellowships to 18 early career graduate students, considered at-risk for graduate school success, to participate in a Summer Institute designed to orient them to graduate school processes and a research degree
- Increased opportunities, programming, and events for graduate students to become engaged and network during New Graduate Student Orientation, Week of Welcome (WOW), Graduate and Professional Student Appreciation Week, as well as through other professional development workshops
Graduate Academic Affairs

Academic Policy and Curriculum Processing
Through the collaborative efforts of the Office of Graduate Studies (OGS) and the USF Graduate Council (UGC), chaired by Dr. Russell Kirby, the following academic policies were reviewed and updated:

Academic Policies
- Change of Program: addressed clock resets when a student changes programs 11/2/15
- Minimum Hours: SACS issue – no undergraduate courses may apply to grad programs 12/7/15
- Transfer of Credit: SACS issue – no block transfers are permitted 12/7/15
- Admission Deadlines: confirmed hard deadline for University Spring admissions (Oct 15) 3/7/16
- Withdrawals: established limit for course withdrawals to a maximum of two 4/4/16
- Graduation Honors: request to award graduate honors medals – disapproved 4/4/16

Academic Curriculum
The OGS also works with the UGC in the review and approval of graduate curriculum including the creation, revision, or termination of degree programs, concentrations, graduate certificates, and graduate courses. As of April 18, 2016 a total of 306 curricular actions were processed. These included:

- 4 new degree programs (see below),
- 63 program changes
- 1 program termination/suspension
- 2 new Accelerated Programs
- 11 new concentrations
- 18 new Graduate Certificates
- 8 Graduate Certificate Changes
- over 200 graduate course actions

OGS has taken an extensive role in working with faculty with curriculum development and revision to ensure compliance with state regulations and accreditation requirements.

New Program Pre-Proposals
Public Relations, Advertising, and Applied Communication (MS) – CIP 09.0900

New Programs (4)
- Advanced Athletic Training (MS) – CIP 51.0913, UGC on 9/14/15, added to inventory
- Applied Behavior Analysis (MS) – CIP 42.9999, UGC on 1/11/16, added to inventory
- Behavioral and Community Sciences (PhD) – CIP 51.2212, UGC on 12/7/15, BOT approved 3/7/16
- Linguistics and Applied Linguistic Studies (PhD) – CIP 16.0102, UGC on 9/14/15, BOT approved 12/3/15

Program Terminations (1)
American Studies (MA) – CIP 05.0102, Graduate Council Approved 10/19/15
Graduate Academic Affairs

Brown Bag Program Directors Series
The Assistant Dean for OGS meets monthly with the Program Directors and Administrative staff from the Colleges to discuss policy concerns and interpretation.

Cybersecurity Program
The Master's program in Cybersecurity, an interdisciplinary program that crosses four different colleges, moved into the College of Graduate Studies. This program started in Fall 2014 and has graduated 25 students. Enrollment currently exceeds 300 students and is expected to grow during the coming year.

Electronic Thesis and Dissertation (ETD) Processing
The OGS editorial staff work with masters’ thesis and doctoral dissertation students to ensure compliance with required formats and final preparation of the documents for publication. Ultimately, these documents are available through Scholar Commons (http://scholarcommons.usf.edu/etd/) where since 2004 over 2 million downloads have been executed. This year, 427 documents were processed.

Updating of Petition and Scholarship Processing
The OGS has updated two critical processes: graduate petitions and scholarship awarding. The petition process is now accomplished electronically. Petitions are submitted to OGS via BDMS and the review process occurs online. Program representatives can view the progress of a petition within BDMS. Similarly, graduate students applied for scholarships and fellowships through the Scholarship Tracking Application & Review System (STARS). With one application, the system matches students with appropriate scholarships. This system also allows for electronic review of scholarship/fellowship applications.

Scholars of Excellence Event
Our annual Scholars of Excellence Event was held on October 19, 2015 in the Marshall Center Ballroom. At that time, we honored the 193 individuals who were receiving fellowship and scholarship awards. In addition, we honored our Outstanding Graduate Faculty Mentor, Sylvia Thomas and our Outstanding Thesis and Dissertation award winners: Aaron Craig, Jayita Das, Jianing Fu, and Robert Hardy.
Graduate Enrollment Trends

USF is one of only 25 public research universities nationwide classified by the Carnegie Foundation as a Research University with Very High Research Activity and as Community Engaged. These designations are a direct reflection of the increasing number of research-oriented graduate students enrolled at USF. The number of Doctoral and Master’s students has increased by 16% and 10%, respectively, from Fall 2011 to Fall 2015. As of Fall 2015, graduate and professional students constitute around 25% of the total student population on the USF campus. During the 2015-2016 academic year, these students comprise the enrollment in 47 research doctoral programs, three professional doctoral programs, 118 master’s/specialist programs, and 151 graduate certificate programs.
Growth in Graduate Student Diversity

A diverse student body is the cornerstone of both USF’s and the Office of Graduate Studies’ educational philosophy. The continuing increase in under-represented graduate students has led to the diversification of the overall graduate population. In terms of overall headcount, students from under-represented populations now represent approximately 21% of the research doctoral and master’s student population at USF. In addition, over the past six years, applications from international students have increased by over 120%, with a resulting overall increase in enrollment of over 110%. The graduate cohort entering in Fall 2015 consisted of 18% international students overall (26% of all research doctoral students and almost 18% of all Master’s students).
Graduate Assistantships

USF maintains a strong commitment to providing graduate assistantships in support of the institution’s mission to enhance graduate education. These positions range from Graduate Assistants to various categories of Graduate Research and Graduate Teaching assistantships. These are funded from a variety of sources that include State Education and General (E & G), research funded through Contracts and Grants (C & G), as well as various revenue producing activities (AUX). These funds support over 2,400 full-time graduate students and include tuition waivers as well as payment of insurance premiums. Recently, the Office of Graduate Studies has partnered with local community and state colleges, other USF campuses, and universities to provide graduate students with new TA position opportunities. These graduate students provide instruction and other didactic support in these settings.

Fall 2015 Graduate Assistants Stipends by Job Classification

![Bar chart showing Graduate Assistant, Graduate Research Assistant, Graduate Research Associate, Graduate Teaching Assistant, and Graduate Teaching Associate stipends for fall 2015.]
USF Graduate Fellows, whether representing the Presidential Doctoral Fellowship, the Graduate Student Success Diversity Fellowship, the McKnight Programs, or USF Foundation Fellowships, such as the Genshaft Family Doctoral Fellowship, comprise a diverse population of students, disciplines, and research interests that epitomize the Office of Graduate Studies goal of “preparing global leaders, one scholar at a time.” In 2015-2016, 235 students representing both master’s and doctoral programs received awards to enhance their graduate education and promote graduating in a timely manner. The number of continuing and new students who received awards for specific fellowships are presented below.
Degrees Conferred

Masters: In 2015-2016*, USF Tampa graduated almost 3000 students with Master’s degrees representing an increase of 26% over the 2010-2011 year. Students from under-represented populations earned 20% of the master’s degrees awarded by USF Tampa and international students earned 8% of the degrees, an increase of over 3% from 2010-2011.

Doctoral: In 2015-2016*, 297 Research PhD’s were awarded by USF Tampa. This represents a five-year increase of 10% in the number of Research PhD students graduating annually. Students from under-represented populations earned nearly 16% of the research doctoral degrees awarded and international students earned 19% of the research doctorates. In addition, USF Tampa conferred an estimated 273 professional doctorates during 2015-2016*.

*spring 2016 estimated
Office of Graduate Studies Research

The Office of Graduate Studies continues to promote graduate student success through its external grant funding. These include:

**ETS® Personal Potential Index (ETS® PPI) Grant Funding**
We continued to collect data using the ETS® Personal Potential Index (ETS® PPI) to test the efficacy of this instrument’s ability to predict student success during the application process to graduate school. This tool is designed to supplement letters of recommendation by focusing on evaluations of specific characteristics, knowledge and creativity, resilience, communication skills, planning and organization, teamwork, and ethics and integrity, which may prove to be important additional predictors of success in graduate school and augment the GRE® Revised General Test. This ETS® PPI grant will allow us to compare the results of the index to the performance and completion rates of students across a wide range of graduate programs with the ultimate goal of developing a more effective tool for evaluating graduate student success and guiding admissions decisions.

**Sloan Foundation Funding**
OGS used the funding received from the Sloan Foundation to enhance underrepresented (URM) STEM Graduate Student Success through institutionalizing a range of elements, including an enhanced recruitment effort. With these funds we have developed the Dean’s Scholars programs whereby URM STEM graduate students will return to various institutions and conferences to recruit future USF students. In addition, workshops and speaker presentations were undertaken to enhance this effort.

**Enhancing Graduate Student Financial Literacy**
This year the Office of Graduate Studies completed its pilot program Finance-A-Bull using funding from the Council of Graduate Schools, with sponsorship from TIAA/CREF. This program was designed to increase financial education specifically designed for current and potential graduate students. Through Finance-A-Bull, students were able schedule appointments with our student advisor. In collaboration with IT, we have been developing an initial version of a tuition and fee calculator to better assist students in anticipating their out-of-pocket costs each semester and to better interpret their USF bills. Although the grant funding has ended, OGS will continue to support and grow this program.
Graduate Research Symposium

On Monday, March 28, 2016 the Office of Graduate Studies and the Graduate and Professional Student Council (GPSC) hosted the 8th Annual Graduate Student Research Symposium. The event was held in the Marshall Center Ballroom and provided a venue for graduate students in many disciplines to present their current research and obtain feedback from faculty and peers alike. The symposium brought together graduate students as well as faculty mentors and judges in an effort to foster further academic collaboration. The Office of Graduate Studies is proud to announce the winners of the 8th Annual Graduate Student Research Symposium listed below.

Category: Arts & Humanities

**Title:** Music Ensemble Participation: Personality Traits and Musical Experience
**Author:** Tracy Torrance, Jennifer Bugos
**Major Professor:** Jennifer Bugos
**College:** College of Arts and Sciences (CAS)
**Program:** Music Education

**Title:** Influence of Pharmacological Manipulations of NMDA and Cholinergic Receptors on Working versus Reference Memory in a Dual Component Odor Span Task
**Author(s):** Savannah Dalrymple, David MacQueen, David J. Drobes
**Major Professor:** David Diamond
**College:** College of The Arts (AS)
**Program:** Psychology

Category: Behavioral Sciences

**Title:** Evaluating Public Posting, Goal Setting, and Rewards to Increase Physical Activity during School Recess
**Author(s):** Bryon Miller, Diego A. Valbuena, Heather M. Zerger, Raymond G. Miltenberger
**Major Professor:** Raymond Miltenberger
**College:** College of Behavioral and Community Sciences (BCS)
**Program:** Applied Behavior Analysis

Category: Education

**Title:** Effective Literacy Interventions for At-Risk Readers: A Literature Review
**Author:** Lesley Noel
**Major Professor:** Jenifer Schneider
**College:** College of Education (ED)
**Program:** Literacy Studies

**Title:** Use of a Game-Based Educational App for Improving Fraction Skills of Students with MLD
**Author:** Orhan Simsek
**Major Professor:** David Allsopp
**College:** College of Education (ED)
**Program:** Special Education

Category: Engineering

**Title:** Mobile Manipulator Dual-trajectory Control
**Author(s):** Mustafa Mashali, Redwan Alqasemi, Rajiv Dubey
**Major Professor:** Rajiv Dubey
**College:** College of Engineering (ENG)
**Program:** Mechanical Engineering

**Title:** Nutrient Removal and Energy Recovery from Digester Effluent Using a Microbial Fuel Cell
**Author(s):** Kevin Orner, Jeffrey Cunningham
**Major Professor:** Jeffrey Cunningham
**College:** College of Engineering (ENG)
**Program:** Environmental Engineering
Graduate Research Symposium

Category: Health

Title: Towards the Complete Small RNome of Acinetobacter Baumannii
Author(s): Andy Weiss, William Broach
Major Professor: Lindsey Shaw
College: College of Arts and Sciences (CAS)
Program: Microbiology

Title: Severe Maternal Morbidity in Florida
Author(s): Lindsay Womack, Humberto López Castillo, Yuri Sebastião, Linda Detman
Major Professor(s): Kathleen O’Rourke, William Sappenfield
College: College of Public Health (PH)
Program: Epidemiology

Category: Natural & Physical Sciences

Title: Lava Flow Hazard Assessment for the Idaho National Laboratory
Author(s): Elisabeth Gallant, Charles Connor, Paul Wetmore, Laura Connor, Jacob Richardson
Major Professor: Charles Connor
College: College of Arts and Sciences (CAS)
Program: Geosciences

Title: Search for Drug Targets and Possible Treatments for Toxoplasmosis
Author(s): Jeanine Yacoub, Travis Bland, James Leahy, Michael White, James Leahy
Major Professor: James Leahy
College: College of Arts and Sciences (CAS)
Program: Chemistry

Category: Social Science

Title: Tough Guy, Sensitive Vas: Analyzing Male Contraceptives, Masculinity & the Sexual Division of Labor
Author: Kaeleen Kosmo
Major Professor: Diane Price-Herndl
College: College of Arts and Sciences (CAS)
Program: Women’s and Gender Studies

This year, a new competition was added - the Three Minute Dissertation & Thesis (3MT®) Competition. This competition originated at the University of Queensland in Australia. The idea is for students to orally present the significance of their dissertation or thesis using a single static slide in just three minutes. Judges rated the student’s ability to present their research to a multidisciplinary audience in accessible and engaging non-technical language. The Office of Graduate Studies is proud to announce our inaugural 3MT® Winners below.

Winner:
Simon Bello – Development of an Implantable Pressure Regulating Pump for Glaucoma Studies

Runner-up:
Elan Pavlinich – Counterfeit Feminism in Disney’s Maleficent

People’s Choice:
Parveen Bazard – Plasmonic stimulation of electrically excitable biological cells
Professional Development Initiatives for Graduate Students

The landscape of academia is changing. Opportunities for University employment are diminishing, giving rise to the need to train graduate students for a broader range of job opportunities, whether one is a Master's, research PhD or professional doctoral student. Therefore, the Office of Graduate Studies and Office of Postdoctoral Affairs have realigned their efforts towards professional development. Our offices have developed a variety of partnerships across campus with organizations, such as the Graduate and Professional Student Council (GPSC), along with other offices, such as the Library and the Writing Studio, to help develop stronger, more relevant programming for graduate students with a focus on non-academic jobs. To augment these efforts, this office in conjunction with the Policy Committee of the Graduate Council examined “best practices” for developing a comprehensive professional-development framework that will mesh efforts at the department, college, and university levels. Going forward, the Office of Graduate Studies will continue to increase our offerings devoted to preparing students for non-academic careers along with continuing to enhance our existing partnerships with individuals and offices across the campus and beyond.
Professional Development Initiatives for Graduate Students

During 2015-2016, the Office of Graduate Studies developed, collaborated, and helped facilitate a range of professional development workshops; these included:

- Writing Workshops (facilitated by Dr. Vernetta Williams):
  - Workshop #1: Next Level Writing: Graduate Level Writing Expectations
  - Workshop #2 - The Topic Funnel: Narrowing Research to a Workable Topic
  - Workshop #3 - Composing the Body Paragraph: How to Write Strong Supporting Paragraphs
  - Workshop #4 – You Want Me to do What? How to Write a Literature Review
  - Workshop #5 – Collaborative Writing: Avoid the Epic Fail
  - Workshop #6 – Articulating Your Research: Writing Stellar Proposal

- Dissertation Forum facilitated by the Writing Studio and Library

- Stress Reduction Workshops (facilitated by USF Counseling Center)

- “How to Get There from Here”- Internship Opportunities with Bloomin’ Brands

Other workshops:
- Electronic Thesis and Dissertation Workshops
- CVs and Resumés: Comparisons and Contrasts
- Oral Presentation Skills Workshop
- Developing Compelling Posters
- What to Expect as a Postdoc
- Preparing Scientists for Industry Careers
Graduate and Professional Student Appreciation Week

In 1993, the National Association of Graduate-Professional Students established an appreciation week to recognize the contributions, impact and value of graduate and professional students across the nation’s campuses. In recognition of graduate students’ contributions to our various colleges, departments, labs, classrooms and offices, the Office of Graduate Studies and the Graduate and Professional Student Council hosted “Graduate and Professional Student Appreciation Week 2016” from April 4th to April 8th to encourage graduate student engagement, networking and professional development. A list of scheduled activities are highlighted below:

**Monday, April 4, 2016**
- Grad Café Graduate Student Lounge  
  ALN 209 (9:00 a.m. - 11:00 a.m.)
- Stress Reduction Techniques ALN 296 (4:00 p.m. - 5:00 p.m.)
- “How to Get There from Here”- Internship Opportunities with Bloomin’ Brands  
  Patel Center for Global Solutions (3:30 p.m. - 4:30 p.m.)

**Tuesday, April 5, 2016**
- Grab & Go College of Education Atrium (4:00 p.m. - 6:00 p.m.)

**Wednesday, April 6, 2016**
- Ice-Cream Social Graduate Student Lounge ALN 209 (12:00 p.m. - 2:00 p.m.)

**Thursday, April 7, 2016**
- Graduate & Professional Student Social  
  Beef O’Brady’s/USF Marshall Student Center  
  (4:30 p.m. – 6:30 p.m.)

**Friday, April 10, 2015**
- Grad Night Out Bowling  
  AMF University Lanes (8:00 p.m. – 10:00 p.m.)
Office of Postdoctoral Affairs

- The goal of the Office of Postdoctoral Affairs (OPA) is to provide an exemplary professional and personal development experience for every postdoctoral student at USF.
- The office strives to foster a robust postdoctoral community, provide opportunities to enhance the postdoctoral experience and future success for its constituents, serve as a dedicated resource for postdoctoral scholars, and promote the university’s dynamic program of postdoctoral opportunities.

In 2015-16, we fulfilled our mission through the success of the following events:

- Postdoctoral scholars participated in the Graduate Student Research Symposium in March both as judges for the graduate student posters.
- Held an Open House for all postdocs in our newly renovated Graduate Student Lounge.
- Seven new postdoctoral scholars arrived for the 7th year of the Provost’s Postdoctoral Initiative in the Humanities and Social Sciences. They came from such prestigious institutions such as: Stanford University, Temple University, Boston University, Indiana University and the University of Pennsylvania.
- The Provost’s Postdoctoral Scholars held their annual symposium on “The Great Divergence: Methodologies of Space, Place and Movement “in March which featured the postdocs as well as Professor Caroline Nagel from the University of South Carolina and Professor Kate Temoney from USF. This symposium sought to bring together scholars from a wide variety of fields to discuss the opportunities and pitfalls in interdisciplinary research.
- In conjunction with the Postdoctoral Scholars Association (PSA), OPA coordinated a Postdoctoral Scholar Biotech Expo in October featuring 20 national life science companies. The PSA was able to raise funds for postdoc travel awards and social events.
STATEMENT OF ACCREDITATION AND NON-DISCRIMINATION
The University of South Florida is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award degrees at the Baccalaureate, Master’s, Specialist, and Doctoral levels, including the Doctor of Medicine.

Events, activities, programs and facilities of the University of South Florida are available to all without regard to race, color, marital status, sex, religion, national origin, sexual orientation, disability, age, Vietnam or disabled veteran status as provided by law in accordance with the University’s respect for personal dignity.