Greetings from the Office of Graduate Studies (OGS). On behalf of the dedicated staff of OGS, I am pleased to provide the 2016-2017 Annual Report. You will find the contents of this report to provide an overview of the many activities and services delivered by OGS. 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 University of South Florida.

The importance of graduate education at USF has never been greater. While we are currently positioned as an “Emerging Preeminent” institution in the State University System, we are drawing ever nearer to meeting the specified metrics required for being named as a “Preeminent” institution. When this is achieved, possibly later this year, we will join two much older institutions in the state that enjoy this status. Although much of the emphasis in the state legislature and the state’s Board of Governors is on the enhancement of undergraduate education, our designation of “Preeminent” requires an additional set of outcomes associated with graduate education, especially via its connection to the facilitation of the university’s research profile. To maintain this positioning, and to continue the university’s ambition to join the prestigious Association of American Universities, graduate education will demand even more attention and development in the future. This will have to be accomplished in a time of many challenges, including changes in our regional accreditation standards, as well as adjusting to new regulations from the Florida Board of Governors. The OGS stands ready to assist in these efforts as much as possible.

The many areas of success that are reported in this document are due to an impressive team effort from the dedicated staff in the OGS. In particular, Assistant Dean Ruth Bahr remains a stalwart presence in her tireless facilitation of this office’s day-to-day operations as well as strategic planning. In addition, the Graduate Council, chaired this past year by Dr. Russell Kirby (Fall semester) and Dr. Amy Thompson (Spring semester), has provided crucial faculty input and oversight regarding the development and implementation of graduate-level policy, programs, and curriculum. As well, the Enrollment/Graduate Associate Deans group has been especially helpful in advising us on a number of issues that have arisen during the past year. Further, our partnership with Graduate Admissions in the Office of Admissions has been greatly appreciated as we move into a new era of central efforts to enhance graduate student recruitment and enrollment at the University of South Florida.

Undoubtedly, the academic year ahead will bring 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...

During the academic year 2016-2017, the Office of Graduate Studies:

- Collaborated with Graduate Admissions and Career Services to develop a series of workshops aimed at preparing students to enter and succeed in graduate school.

- Developed an interdisciplinary professional development program for students in the social and behavioral sciences, education and business.

- Changed the application date for the Presidential Fellowship, resulting in a higher yield of our top graduate students.

- Saw a record number of presenters at the 9th Annual Graduate Student Research Symposium and sent our first 3 minute thesis (3MT®) winner to compete in the regional 3MT® competition at the Southern Council of Graduate Schools meeting.

- Hosted the 2017 Statewide Graduate Research Symposium and sponsored the 14 winners from our Graduate Student Research Symposium to compete in this event.

- 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 $26,586 to support conference travel and initiated an international travel grant award program.

- 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.

- Increased support to doctoral candidates by providing weekly ETD help sessions and sponsoring a mid-year competition for Dissertation Completion Fellowships, resulting in 20 additional awards.
Graduate Academic Affairs

Academic Policy and Curriculum Processing
Through the collaborative efforts of the Office of Graduate Studies (OGS) and the USF Graduate Council (GC), chaired by Drs. Russell Kirby (Fall) and Amy Thompson (Spring), we reviewed and updated the following academic policies:

**Academic Policies**
- **Accelerated Programs**: revised language for clarity; sent to Undergrad Council for agreement 11/7/16
- **Continuous Enrollment**: confirmed a course with a “W” does not fulfill the requirement 9/12/16
- **Admission Deadlines**: created a priority and a final University Deadline 3/6/17
- **Accelerated Programs**: added language to allow option with Honors College 3/6/17
- **Time Limitations**: corrected course currency language for doctorate section 4/3/17
- **Admissions Criteria**: clarified acceptance of graduate versus bachelor’s degree credentials 4/3/17
- **Admissions Criteria**: clarified equivalency requirements for 3-year bachelor’s degrees 4/3/17
- **USF Regulation 3.038**: reviewed with notation for deadline to comment 4/3/17

**Academic Curriculum**
The OGS also works with the GC in the review and approval of graduate curriculum including the creation, revision, or termination of degree programs, majors, concentrations, graduate certificates, and graduate courses. As of April 6, 2017 a total of 460 curricular actions have been reviewed. These included:

- 3 new degree programs (see below) – none have final approval as of publication
- 57 changes to majors (including 2 changes in delivery option)
- 40 changes or extensions to admission deadlines
- 2 degree program terminations
- 1 new Accelerated Program, 1 Dual Degree Change, 1 Dual Degree Termination
- 2 new concentrations
- 6 concentration terminations, 1 inactivation
- 4 new Graduate Certificates
- 27 Graduate Certificate Changes; 1 Graduate Certificate Termination
- over 314 graduate course reviews

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 Degree Program Pre-Proposals**
- Learning Design and Technology (MS) – CIP 13.0501 – GC approved 3/20/17 – pending Workplan

**New Degree Programs (2)**
- Pharmacy (Ph.D.) – CIP 51.2099, GC approved 11/21/16 pending clearance – on hold
- Advertising (M.S.) – CIP 09.0900, GC approved 1/17/17; tabled for revision – on hold

**Degree Program Terminations (2)**
- Journalism (M.A.) – CIP 09.0401, GC Approved 1/17/17
  Engineering Science (M.S.E.S.) – CIP 14.0101, GC approved 1/17/17
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, has continued to thrive in the College of Graduate Studies. This program started in Fall 2014 and is one of the most rapidly growing graduate programs on campus. Enrollment currently exceeds 400 students (nearly 10% of which are veterans) and continues to grow at a steady pace. We will graduate over 100 students in the Spring and Summer commencements.

International Travel Grants
The Office of Graduate Studies was pleased to announce the availability of travel grants this Spring for graduate students to present their work at an international conference. OGS funded airfare and conference registration, up to $2,000, for presentation of a first-authored research paper/poster at a conference outside of the United States. Travel grants were awarded to 18 students who were going to travel before June 30, 2017. These students will present their work in 11 different countries including the Netherlands, Czech Republic, Great Britain, Canada, Brazil, Malta, South Africa, Spain, Romania, Belgium and Jordan.

Council of Florida Graduate Deans Meeting and Statewide Graduate Research Symposium
On April 20, 2017, OGS hosted the Council of Florida Graduate Deans Meeting at the Embassy Suites. This event brought graduate deans from across the state of Florida together to discuss common missions and priorities. As one of the presentations, Eric Hoyer, Gary Oliver and Ruth Bahr described the multi-faceted professional development program here at USF.

On Friday, April 21, USF sponsored the Statewide Graduate Research Symposium at the Galleria where graduate student researchers from around the state came to compete for best poster in one of seven areas: Arts & Humanities, Biological & Chemical Sciences, Education, Engineering, Health Sciences, Natural & Physical Sciences, and Social & Behavioral Sciences. Winners are listed on the OGS website.

Scholars of Excellence Event
Our annual Scholars of Excellence Event was held on October 3, 2016 in the Marshall Center Ballroom. At that time, we honored the 128 individuals who were receiving fellowship and scholarship awards. In addition, we honored our Outstanding Graduate Faculty Mentor, Pamela Hallock-Muller and our Outstanding Thesis and Dissertation award winners: Jacqueline L. Fries (Chemistry), Nikita La Cruz (Geosciences), Kaya Wei (Physics), and JungA Alexa Woo (Molecular Medicine).
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 21% and 12%, respectively, from Fall 2011 to Fall 2016. As of Fall 2016, graduate and professional students constitute around 25% of the total student population on the USF campus. During the 2016-2017 academic year, these students comprise the enrollment in 49 research doctoral programs, three professional doctoral programs, and 119 master’s/specialist 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 seven 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 2016 consisted of 21% international students overall (27% of all research doctoral students and almost 21% of all Master’s students), an increase over the previous year.
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 about 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 2016 Graduate Assistants Stipends by Job Classification
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 2016-2017, 273 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

In 2016-2017*, USF Tampa graduated over 3000 students with Master’s degrees representing an increase of 20% over the 2012-2013 year. Students from under-represented populations earned 20% of the master’s degrees awarded by USF Tampa and international students earned 23% of the degrees.

Doctoral

In 2016-2017*, 329 Research PhDs were awarded by USF Tampa. This represents a five-year increase of 11% in the number of Research PhD students graduating annually. Students from under-represented populations earned nearly 15% of the research doctoral degrees awarded and international students earned 19% of the research doctorates. In addition, USF Tampa conferred an estimated 304 professional doctorates during 2016-2017*.

*spring 2017 estimated
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 2017” from April 3th to April 7th to encourage graduate student engagement, networking and professional development. A list of scheduled activities are highlighted below:

Monday, April 3

9:00 am - 11:00 am - Grad Café
4:00 pm - 5:00 pm - Your Toolkit for Success: Understanding Stress & Ways to Decompress
Sponsored by the Counseling Center

Tuesday, April 4

11:00 am - 12:00 pm - "LinkedIn or Left Out" Workshop
Sponsored by the Career Center
4:00 pm - 6:00 pm - Graduate Students "Grab & Go"

Wednesday, April 5

12:00 pm - 2:00 pm - Graduate Students Ice Cream Social
3:00 pm - 5:00 pm - ETD 1 on 1 Help Session

Thursday, April 6

3:00 pm - 4:00 pm - Writing Workshop: Opinion or Informed Position? The Elements of a Sound Academic Argument
8:00 pm - 10:00 pm - Grad Night Out Bowling

Friday, April 7

4:30 pm - 6:30 pm - Graduate & Professional Students' Social @ Beef "O" Brady's
Sponsored by the Graduate & Professional Student Council
Graduate Research Symposium

On Monday, March 20, 2017 the Office of Graduate Studies and the Graduate and Professional Student Council (GPSC) hosted the 9th 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: The Evolution of Little Red Riding Hood
Author: Sophia Boules
College: Arts & Sciences
Program: French, World Languages
Major Professor: Dr. Christine McCall Probes

Category: Behavioral Sciences

Title: The Social Influence of Grandmothers on Breastfeeding Duration
Author: Alexis Barr
College: Public Health
Program: Community and Family Health
Major Professors: Drs. Ellen Daley and Karen Perrin

Title: HIV Health Literacy in a Pediatric Infectious Disease Clinic: Preliminary Analysis
Author: Courtney Lynn
College: Education
Program: Educational and Psychological Studies
Major Professor: Dr. Kathy Bradley-Klug

Category: Biological and Chemical Sciences

Title: Combinatorial Libraries as a Tool to Discover Antibacterial and Anti-Resistant Agents Targeting Multi-Drug resistant Pathogens
Author: Renee Fleeman
College: Arts & Sciences
Program: Cell Biology, Microbiology and Molecular Biology
Major Professor: Dr. Lindsey Shaw

Title: Unlocking Cryptic Metabolic Pathways in Actinobacteria via Environmental and Epigenetic Modification
Author: Haider Manzer
College: Arts & Sciences
Program: Cell Biology, Microbiology and Molecular Biology
Major Professor: Dr. Lindsey Shaw

Title: Stepwise Identification of Virulence-Related RNAs in Staphylococcus Aureus
Author: Andy Weiss
College: Arts & Sciences
Program: Cell Biology, Microbiology and Molecular Biology
Major Professor: Dr. Lindsey Shaw

Category: Education

Title: Self-Determination during School-to-Adulthood Transition in Young Adults with Autism Spectrum Disorder across American and Chinese Cultures
Author: Gary Yu Hin Lam
College: Education
Program: Educational and Psychological Studies
Major Professor: Dr. Linda Raffaele Mendez

Title: Monitoring and Fostering Students’ Happiness: Universal Screening for Life Satisfaction in an Elementary School
Author: Emily Wingate
College: Education
Program: Educational and Psychological Studies
Major Professor: Dr. Shannon Suldo

Category: Engineering

Title: Solid-State Supercapacitors Based on Gel Electrolyte as an Alternative to Liquid Electrolyte
Author: Belqasem Aljafari
College: Engineering
Program: Electrical Engineering
Major Professor: Dr. Arash Takshi

Title: Pathogen Removal in a Novel Onsite Wastewater Treatment System
Author: Michelle Henderson
College: Engineering
Program: Civil and Environmental Engineering
Major Professor: Dr. Sarina Ergas
Office of Graduate Studies Annual Report 2016-2017
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 USF Counseling Center, Career Services, Library and the Writing Studio, to help develop stronger, more relevant programming for graduate students with a focus on non-academic jobs and professional development. 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 2016-2017, 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
  - “LinkedIn or Left Out” – Professional networking through LinkedIn (facilitated by USF Career Services)

Other workshops:

- Electronic Thesis and Dissertation Workshops
- Translating Your CV into a Resume
- Developing your CV
- Tailoring Your Cover Letter
- Marketing Yourself to Science Industry
- Negotiating a Faculty Position
- Financial Literacy for PhDs
- Ethical Issues with Data
- Communicating Your Science
- Developing a Sustainable Research Agenda
- Publishing Your Paper (3 workshop series)
The goal of the Office of Postdoctoral Affairs (OPA) is to provide an exemplary professional and personal development experience for every postdoctoral scholar 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 2016-17, we fulfilled our mission through the success of the following events and responsibilities:

- In August, we held our annual orientation for new postdoctoral scholars.

- We accepted two new postdocs in the Provost’s Postdoctoral Initiative for the Humanities and Social Sciences who ended up obtaining tenure-track positions at the end of the year at Virginia Tech and Mount Saint Mary College.

- We reinstituted the Postdoctoral Research Symposium in the Fall with 20 postdoctoral scholars displaying their posters. The top three winners received travel awards and were recognized at the Annual Research Awards Luncheon.

- 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 postdoc travel awards and social events.

- Postdocs were judges for our Graduate Research Symposium and the Statewide Graduate Research Symposium.

- Hosted several workshops for postdoctoral scholars including, “Marketing Yourself to Science Industry,” “Negotiating a Faculty Position,” “Financial Literacy for PhDs,” and “Translating your CV into a Resume.”

- 20 postdoctoral scholars traveled to domestic and international travel on OPA travel awards.

- 3 postdoctoral scholars represented USF at the meeting of the National Postdoctoral Association in San Francisco.

- The Office of Postdoctoral Affairs coordinated the collection of the National Science Foundation Survey of Graduate Students and Postdoctorates in Science and Engineering (GSS), reporting 272 postdocs for the USF System.
Office of Graduate Studies Staff

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Senior Vice Provost & Dean, Office of Graduate Studies

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Laurie-Ann Spencer
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Office of Postdoctoral Affairs

Eric Hoyer, Ph.D.
Associate Director of Postdoctoral Affairs and Graduate Student Development

Marci Sanders
Academic Program Specialist, Office of Postdoctoral Affairs

For additional information on Office of Graduate Studies administration and staff, please visit our website at http://www.grad.usf.edu/
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.