On behalf of the dedicated staff of the Office of Graduate Studies (OGS), I am pleased to provide our 2018-2019 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 and ambitions of the University of South Florida.

This has been an exciting year for the University of South Florida, one full of a number of institutional accomplishments. Primary among these was being designated a “Preeminent” institution in the State University System, joining two much older institutions 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 very much associated with graduate education, especially in relation to the university’s research profile. To maintain this positioning, and to realize the university’s ambition to join the prestigious Association of American Universities, graduate education will demand even more attention and development in the future. Hence, we are ready to officially launch in the near future a “Graduate Student Success” effort that parallels our very successful commitment to undergraduate education, and the positive outcomes that commitment has yielded for the university during this decade. OGS will oversee this project, but the essence of it will be for all units providing graduate degrees, especially at the Ph.D. level, to do a comprehensive and introspective review of their programs. What are we doing well and what can we do to enhance these strengths? What are we not doing so well, and what can we do to improve? These will be compelling questions that will guide these localized reviews.

Realistically, striving to improve our graduate studies profile is being undertaken in an era of continuing challenges, including adjusting to frequently altered regulations from the Florida Board of Governors, an uncertain fiscal environment, and, quite importantly, preparing for a consolidation with USF’s regional institutions. As well, we will be welcoming our newly selected President, Dr. Steve Currall in July 2019, while saying good-bye to President Judy Genshaft, whose tenure who has meant so much to USF. Regardless of the challenge presented, the OGS stands ready to assist as much as is feasible.
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 (see page 21 of this report). In particular, Associate Dean Ruth Bahr continues to be a champion of graduate education at USF, and works diligently with the office’s other team members to facilitate the office’s day-to-day operations. In addition, the Graduate Council, chaired this academic year by Dr. Steve Permuth, 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 (aka EGAD) group has been very 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 continue to employ more centralized efforts to enhance graduate student recruitment and enrollment at the University of South Florida. Last, let me extend my sincere gratitude for the fine work that Stephanie Skupien, Assistant Director of Visual Communications, has done in enhancing the presentation of this report.

In closing, let me emphasize again that the Office of Graduate Studies is wholly committed to playing a significant role in advancing graduate education at the University of South Florida. We offer our support, and ask for yours, in contributing to the ambitious goals that our institution strives to accomplish.

Sincerely,

M. DWAYNE SMITH, PH.D.
Senior Vice Provost & Dean, Office of Graduate Studies
During the academic year 2018-2019, the Office of Graduate Studies:

- Initiated data collection on our recent PhD graduates (years 2008-2018). The mean time to graduate was a little over 5 years (5.33) overall, with 54% of our PhD graduates seeking employment in industry.
- Participated in a series of events with Graduate Admissions and Career Services presenting information and workshops designed to prepare students to enter and succeed in graduate school. We reached over 1500 students this year.
- Enhanced our Fellowship tracking by engaging students in the management of their Fellowships and instituting a new electronic survey for submission of their annual report.
- Provided 598 theses/dissertations to Scholar Commons, a database that has received over 2.2 million hits this year.
- Provided $2,305,804 in fellowship awards to 189 graduate students.
- Provided $62,906 to support international conference travel for 44 graduate students.
- Honored the winners of the Outstanding Thesis and Dissertation Award and the Outstanding Mentor at the Scholars of Excellence Luncheon on Tuesday, November 13, 2018.
- Evaluated 162 posters at the 11th Annual Graduate Student Research Symposium on March 22, 2019. Thirteen posters were selected as excellent in their respective research categories. Ten of these individuals went on to compete in the Statewide Graduate Student Research Symposium on April 18, 2019. Two students took 2nd place awards at this event: Karie John (Social & Behavioral Science) and Fiona Kearns (Physical Life Sciences & Mathematics).
- Forty-two students applied to participate in one of three heats at our annual 3MT® competition. Nine students were selected to compete in the finals on November 7, 2018. The winner of our event, Christian Brown, went on to win the People’s Choice Award at the Southern Council of Graduate Schools on Feb. 16, 2019.
- 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.
- Had our Associate Dean, Dr. Ruth Bahr serve on the Executive Committee of the Council of Southern Graduate Schools, where she served on the Program Committee and the 3MT® committee.
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 17%, respectively, from Fall 2014 to Fall 2018. As of Fall 2018, graduate and professional students constitute nearly 25% of the total student population on the USF campus. During the 2018-2019 academic year, these students are enrolled in 52 research doctoral programs, three professional doctoral programs, and 116 master’s/specialist programs.
Growth in Graduate Student Diversity

A diverse student body is a cornerstone of both USF’s and the Office of Graduate Studies’ educational philosophy. In terms of overall headcount, students from minority populations now represent close to 30% of the research doctoral and master’s student population of the university. Further, applications from international students have remained relatively stable in a period of national decline. The graduate cohort entering in Fall 2018 consisted of approximately 20% international students overall (32% of all research doctoral students and 20% of all Master’s students).
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) money, research funded through Contracts and Grants (C & G), as well as various revenue producing activities (AUX). These funds support well over 2,000 full-time graduate students and most 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.
Graduate Fellowships: Supporting Student Success

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 2018-2019, 189 students representing both master’s and doctoral programs received awards to enhance their graduate education and promote graduating in a timely manner. The amounts of money awarded to continuing and new graduate students for specific fellowships are presented below.
Masters
In 2018-2019*, USF Tampa graduated 3180 students with Master’s degrees, representing an increase of 10% over the 2014-2015 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 2018-2019*, 380 Research PhDs were awarded by USF Tampa. This represents a five-year increase of 16% in the number of Research PhD students graduating annually. Students from under-represented populations earned nearly 17% of the research doctoral degrees awarded and international students earned 19% of the research doctorates. In addition, USF Tampa conferred an estimated 340 professional doctorates during 2018-2019*.

Graduate Degrees Conferred

*Spring 2019 estimated
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 2019” from April 1st to April 5th to encourage graduate student engagement, networking and professional development. A list of scheduled activities are highlighted below:

**Monday, April 1**
- 9:00 a.m. - 11:00 a.m. Grad Café
- 5:30 p.m. - 7:30 p.m. USF Week Kick Off*
- 6:00 p.m. - 7:00 p.m. Introduction to Yoga

**Tuesday, April 2**
- 11:00 a.m. - 1:00 p.m. Patio Tuesday*
- 4:00 p.m. - 6:00 p.m. Graduate Students’ “Grab & Go”

**Wednesday, April 3**
- 12:00 p.m. - 2:00 p.m. Graduate Students’ Ice Cream Social
- 5:30 p.m. - 6:30 p.m. Stress Reduction Workshop

**Thursday, April 4**
- 11:30 a.m. - 12:30 p.m. Creating your Professional CV
- 8:00 p.m. - 10:00 p.m. Grad Night Out Bowling

**Friday, April 5**
- 5:00 p.m. - 7:00 p.m. Graduate Students Social

*Indicates activities sponsored by the USF Week Committee
On March 22, 2019, the Office of Graduate Studies and the Graduate and Professional Student Council (GPSC) hosted the 11th 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 winners of this competition represented USF at the Statewide Graduate Student Research Symposium at FIU on April 18, 2019. The Office of Graduate Studies is proud to announce the winners of the 11th Annual Graduate Student Research Symposium:

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<th>Category</th>
<th>Arts and Humanities</th>
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<th>Health and Life Sciences</th>
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<tr>
<td>Title</td>
<td>The Confederate Triumvirate: Stonewall Jackson, Robert E. Lee, and Jefferson Davis in Myth and Memory</td>
<td>Hardware Construction for Error Detection of Number-Theoretic Transform Utilized in Secure Post-Quantum Cryptographic Architectures</td>
<td>Tackling Insecticide Resistance: Structural and Kinetic Characterization of Arylalkylamine N-Acyltransferase from Tribolium Castaneum</td>
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<tr>
<td>Presenter</td>
<td>Aaron Lewis</td>
<td>Ausmita Sarker</td>
<td>Brian O'Flynn</td>
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<td>(Co-)Major Professor</td>
<td>K. Stephen Prince</td>
<td>Mehran Mozaffari Kermani</td>
<td>David Merkler</td>
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<tr>
<td>Physical Life Sciences and Mathematics</td>
<td>Tunable Band Gap Coupling in 2D Heterostructures Based on Ternary Alloys of Transition Metal Dichalcogenides</td>
<td>Florence Nugera</td>
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<tr>
<td>Engineering</td>
<td>Integrating Wearable Sensing, Machine Learning and Smart-Phone Apps to Design a Secondary Prevention Program for Women with Heart Disease</td>
<td>Arup Kanti Dey</td>
</tr>
<tr>
<td>Health and Life Sciences</td>
<td>Novel Approaches for the Cultivation of Marine Microbes with the Metabolic Capacity for Antibacterial Activity</td>
<td>Sarah Kennedy</td>
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<tr>
<td>Social and Behavioral Sciences</td>
<td>Functional Analysis and Behavioral Contrast: Problem Behavior Outside of Session</td>
<td>Karie John</td>
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<tr>
<td>Social and Behavioral Sciences</td>
<td>Using Social Network Analysis to Visualize and Measure Curricular Networks of Middle and High School Students</td>
<td>Geoffrey West</td>
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<tr>
<td>Health and Life Sciences</td>
<td>Development of a Food Retail Store Environment Observation Tool Comparison Matrix: Implications for Future Nutrition Research</td>
<td>Sharonda Lovett</td>
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Graduate Research Symposium

Our annual Three Minute Thesis (3MT®) Competition was held on November 8, 2018. 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 3MT® Winners below. Our first place winner, Christian Brown, received the People’s Choice Award at the regional 3MT® competition at the Southern Council of Graduate Schools (SCGS) on February 16, 2019. Wainella Isaacs represented USF at the Statewide Graduate Student Research Symposium on April 18, 2019.

For more information, visit: www.usf.edu/graduate-studies/research/three-minute-thesis-3mt/index.aspx

First Place
Christian Brown
Salamanders in the Sky and How They Try to Fly
College: College of Arts & Sciences
Program: Integrative Biology

Runner-up
Abhijeet Iyer
Air Pollution – Think Inside the Box
College: College of Engineering
Program: Chemical Engineering

People’s Choice
Wainella Isaacs
The Social and Technical Life of Drinking Water Tanks
College: College of Engineering
Program: Civil and Environmental Engineering

2018 3MT WINNERS
/ Abhijeet Iyer
/ Christian Brown
/ Wainella Isaacs
Academic Policy and Curriculum Processing
Through the collaborative efforts of the Office of Graduate Studies (OGS) and the USF Graduate Council (GC), chaired by Dr. Steve Permuth, we reviewed and updated the following academic policies:

Academic Policies

9/10/18  Application of USF Credit wording was clarified
9/10/18  Non-Degree Seeking Student section of application of USF credit was clarified
9/10/18  Transfer of Credit addressed transfer from completed masters to doctorate
10/1/18  Admissions added statement to allow review of incomplete applications
12/3/18  Major Professor policy had language added to address College administered majors
12/3/18  Comp/Qualifying Exam added language to make it explicit that exams are taken at USF
1/14/19  Admissions to Candidacy policy was cleaned up to align the policy with the form
3/18/19  Conferral of Master’s Degree policy had language added for how to award a master’s while in a doctorate
4/1/19  English proficiency policy was revised to clarify and streamline policy language
4/1/19  Thesis/Dissertation format policy was simplified and a link to the ETD website was provided.
4/1/19  Enrollment Policies listed in the ETD section were moved to the enrollment section
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. Graduate Studies processed 329 curricular actions for 2018-2019, with Graduate Council reviewing 281 as of April 15, 2019:

- 1 administrative reorganization
- 3 new degree programs/majors (see below) and 2 pre-proposals for new degree programs
- 2 degree program and 3 major terminations
- 79 changes to majors and 1 MOU
- 1 Accelerated Program actions, 6 Concurrent degree actions
- 1 new Graduate Certificate
- 1 Graduate Certificate change; 6 Graduate Certificate terminations
- 175 graduate course reviews (67 new courses approved; 60 course changes approved)
- 48 curriculum actions pending final review on April 29, 2019

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

**DEGREE PROGRAM AND MAJOR TERMINATIONS (4)**

- Real Estate (MA)
  - Terminate Degree Program in CIP 52.1501
- Nurse Anesthesia (M.S.)
  - Terminate Degree Program in CIP 51.3804
- Saturday MBA (MBA)
  - Terminate Major in CIP 52.0201
- Civil Engineering (M.C.E.)
  - Terminate Major in CIP 14.0801
- Environmental Engineering (MEVE)
  - Terminate Major in CIP 14.1401

**NEW DEGREE PROGRAMS AND MAJORS**

- Big Data Analytics (Ph.D.)
  - New Degree Program in CIP 11.0104
- Supply Chain Management (M.S.)
  - New Degree Program in CIP 52.0203
- Integrated Mathematical Oncology (Ph.D.)
  - New Major in CIP 26.0911
Graduate Academic Affairs

**Academic Programs**
- Assisted programs with necessary curricular changes and development of new majors and certificates
- Participated in preparation of curriculum for consolidation across the three campuses
- Implemented a new graduate catalog system
- Managed student advising for the Cybersecurity program, graduating an average of 44 students each semester

**Student Support**
- Created more transparent tracking procedures for fellowships
- Streamlined student travel award payments
- Provided free poster printing for the Graduate Student Research Symposium
- Processed hundreds of petitions to facilitate student progress towards degree
- Served on committees to represent graduate student interests
- Oversaw TA Training and the English proficiency training for international students
- Provided formatting and copyright assistance during the Thesis and Dissertation submission process

**Faculty and Staff Support**
- Coordinated monthly Brown Bag meetings to discuss academic and financial policies
- Provided guidance and assisted with resolution of student issues
- Provided timely distribution of Fellowships and Scholarships to assist with graduate student recruitment

**Research**
- Funded 44 international travel grants for graduate students to present their work at conferences world-wide
- Supported the cost of taking 11 students to participate in the Statewide Graduate Student Research Symposium
- Recognized 3 outstanding dissertations and 1 outstanding thesis with a $1000 cash prize
- Sponsored 3MT® and Graduate Student Research Symposium events and provided cash prizes or travel grants to the winners
- Recognized Jeremy Baker for outstanding scholarship with the Chih Foundation Publication and Research Award (a $2500 prize)
The Office of Postdoctoral Affairs (OPA) 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.

**Highlighted Accomplishments**
This year, the OPA focused on building a supportive and inclusive postdoctoral community through several initiatives. Most notably, we:

- Created a weekly postdoc newsletter to highlight upcoming workshops and events relevant to postdocs.
- Celebrated National Postdoc Appreciation Week by hosting several professional development workshops and networking opportunities.
- Collaborated with Moffitt Postdoctoral Association to organize the 2nd Annual Postdoctoberfest, with more than 50 postdocs in attendance.
- Hosted USF Postdoctoral Research Symposium, where postdocs presented their research in the form of 5-minute lightning talks. Top presenters, Marangelie Criado-Marrero and Christopher Kiahtipes, received travel awards.
- Enhanced orientation for postdocs by offering sessions in the fall and spring and by partnering with HR to guide postdocs through their benefits options.

### Postdoctoral Students

- **307** Postdoctoral Students
- **48%** Female
- **55%** International
- **15%** URM*

*Percentage of Underrepresented Minorities (URM) based on 139 U.S. Citizens and Permanent Residents
Planet of Weeds: Natural Histories of the Homogeocene

On March 1, 2019, the Provost’s Postdoctoral Scholars hosted an interdisciplinary symposium exploring how natural scientists and humanists might work together to chart the Homogeocene. This day long meeting on invasive species, disturbance ecologies, and species loss in a globalized world featured keynote presentations from Dr. Francis “Jack” Putz (University of Florida), Dr. Heather Swanson (Aarhus University), and Dr. Daniel Simberloff (University of Tennessee).

USF Postdocs at the 2019 National Postdoctoral Association Annual Meeting

USF was a major sponsor of the 2019 National Postdoctoral Association (NPA) Annual Meeting in Orlando, Florida. OPA helped organize the meeting by serving on the NPA Local Host committee and coordinating volunteer efforts. Provost’s Postdoctoral Scholar, Krista Billingsley, received a NPA travel award ($1000), and four USF postdoctoral scholars received OPA travel awards to attend the meeting. USF postdocs engaged in professional development workshops and networked with other postdocs, universities, and potential employers.
The Office of Graduate Studies and Office of Postdoctoral Affairs promotes and develops professional and career development opportunities and resources to prepare graduate students and postdoctoral scholars for a broad range of careers.

Highlighted Accomplishments

SUPPORTED COMPETITIVE APPLICATIONS TO NATIONAL FELLOWSHIPS
The Office of Graduate Studies partnered with the Office of National Scholarships to launch a program to support student applications to nationally competitive fellowships, such as the NSF GRFP. This year we offered a GRFP panel discussion, peer writing groups, and one-on-one advising. Next year, we hope to grow the program to include faculty mentoring and mock reviews.

INCREASED ACCESS TO PROFESSIONAL DEVELOPMENT OPPORTUNITIES AND RESOURCES THROUGH ONLINE PLATFORMS
We have developed a database of online resources to augment in-person workshops and trainings and are starting to offer livestreaming of workshops, so our students can attend regardless of location. Additionally, we sponsored students to attend the Beyond the Professoriate online career development conference and promoted webinars for preparing for a broad range of career pathways.

INITIATED A STUDY TO ASSESS PROFESSIONAL AND CAREER DEVELOPMENT NEEDS
We have started meeting with key stakeholders in various offices, colleges, and departments to identify promising professional development models and discuss common challenges. These conversations have already resulted in a number of coordinated efforts to provide more relevant programming, such as the faculty job application workshop in February and a panel discussion on navigating the advisor-advisee relationship last October. Finally, we will conduct a graduate student survey to collect their perspective and assess the effectiveness of current practices.
During 2018-2019, the Office of Graduate Studies and the Office of Postdoctoral Affairs developed, collaborated, and helped facilitate a range of professional development workshops and events, including:

### Communication & Writing
- Are You Ready for Another Level? Meeting Faculty Writing Expectations in Graduate School
- You Want Me to do What? Writing a Literature Review
- Collaborative Writing: What You Need to Avoid an Epic Fail
- How to Deliver an Effective 3MT® Presentation
- Effective Poster Presentations

### Career Planning & Preparation
- Individual Development Plans (STEM and Humanities/Social Science)
- Exploring PhD Career Pathways Beyond Academia
- Converting your CV to a Resume
- Cover Letters for Nonacademic Jobs
- Academic Job Market Workshop: Marketing Yourself Successfully and Preparing your Professional Dossier

### Academic Support
- Dissertation Forum with the Library & Writing Studio
- Electronic Thesis & Dissertation Workshops
- Navigating the Advisor-Advisee Relationships

### Research Advancement
- Three Minute Thesis® Competition
- Graduate Student Research Symposium
- Postdoctoral Research Symposium Lightning Talks
- NSF GRFP Panel Discussion

### Wellbeing
- Building Resilience for Graduate School
- Managing Your Personal Finances
- Stress Reduction Workshop
Senior Administration

/ DWAYNE SMITH, Ph.D.
Senior Vice Provost & Dean, Office of Graduate Studies

/ RUTH HUNTLEY BAHR, Ph.D.
Associate Dean

Administrative Support

/ TBA
Administrative Specialist

/ OLIVIA DESANTIS
Administrative Specialist
Academics

JOSEPH BUTTS
Assistant Director, Academics

CAROL HINES-COBB
Assistant Director, Academics

MATHDANY CLARK
Academic Services Administrator

LISA WETMORE
Academic Services Administrator, Cybersecurity

LEIGH ANNE BLACKWELL
Academic Services Administrator, Cybersecurity
Finance

ELIZABETH FERNANDEZ
Fiscal and Business Manager

JAVIER RODRIGUEZ
Fiscal & Business Specialist

MARCUS HATLEY
Finance Assistant

Graduate Student Services

GARY D. OLIVER
Assistant Director

NADEGE NAU
Graduate Assistant
Human Resources

/  KOKITA WILSON
HR Liaison & Office Manager

/  ASHLEE JOHN
Staff Assistant

/  CHRISTINA CHERILUS
Student Assistant

Office of Postdoctoral Affairs

/  KIRI KILPATRICK, Ph.D.
Associate Director of Postdoctoral Affairs 
and Graduate Student Development

/  BRANDIS BAINES-WAIZ
Academic Program Specialist
The University of South Florida is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) 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.