

GRADUATE COUNCIL MINUTES

NOVEMBER 20, 2025

1:00 PM

110 GRINTER HALL
&
Teleconference (Via Zoom)

MEMBERS PRESENT: Dr. Nicole Stedman (Chair), Dr. Jörg Bungert, Dr. Hitomi Greenslet, Dr. Chris Janiszewski, Dr. Andrei Kirilenko, Dr. Michael Martinez, Dr. Linjuan Rita Men, Dr. Connie Mulligan, Dr. Pilar Useche, Dr. Weizhou Zhang, Fatima Akinola (GSC rep), and Ali Mahmoudi (GSC alternate)

MEMBERS ABSENT: Dr. James Jawitz, Dr. Abdoulaye Kane, and Dr. Joni Williams Splett

GUESTS PRESENT: Dr. Monica Ardel (College of Liberal Arts and Sciences), Dr. Keith Benson (College of Public Health and Health Professions), Dr. Casey Bullock (University Registrar), Dr. Danny Coenen (College of Agricultural and Life Sciences), Dr. Susan Gillespie (College of Liberal Arts and Sciences), Dr. George Hack (College of Public Health and Health Professions), Dr. Cliff Haynes (College of Education), Dr. Jorge Hernandez (College of Veterinary Medicine), Diana Hull (Office of the Registrar), Dr. Lonn Lanza-Kaduce (College of Liberal Arts and Sciences), Ruth McIlhenny (Levin College of Law), Jeanna Mastrodomicosa (Office of Institutional Assessment), April O'Neal (College of Public Health and Health Professions), Ana Portocarrero (Warrington College of Business), Dr. Tobin Shorey (Assistant Provost, Curriculum and Academic Policy), Dr. Leandro Dias Teixeira (College of Agricultural and Life Sciences), Ashley Tidwell (Office of Admissions), and Dr. Patrick Wilson (College of Agricultural and Life Sciences)

STAFF PRESENT: Lorna Dishman, Dr. Tom Kelleher, Megan Lewis, Chelsea Rojas, Frankie Tai (Recording), and Stacy Wallace

The meeting was called to order at 1:02 p.m.

Dr. Stedman welcomed everyone to this month's meeting of the Graduate Council and gave a brief summary of the pending proposals to be presented to the Council. (Zoom notified all participants that the meeting was being recorded.)

I. ACTION ITEMS:

1. Minutes from the October 16, 2025, Graduate Council Meeting. A motion to approve was made, seconded, and passed unanimously.

CERTIFICATES:

2. The College of Agricultural and Life Sciences seeks to modify the curriculum for the graduate certificate in Soil, Water, and Public Health (#21855). Dr. Patrick Wilson was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.
3. The College of Public Health and Health Professions seeks to modify the prerequisites for the graduate certificate in Artificial Intelligence in Public Health and Healthcare (#22008). Dr.

George Hack was present for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.

4. The College of Agricultural and Life Sciences seeks to modify the curriculum for the graduate certificate in Clinical Laboratory Microbiologist (#21857). Dr. Leandro Dias Teixeira was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.
5. The College of Agricultural and Life Sciences seeks to close the graduate certificate in Plant Pest Risk Assessment and Management (#21790). Dr. Tom Kelleher presented the item for the discussion on behalf of the unit. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.

CONCENTRATIONS:

6. The College of Liberal Arts and Sciences seeks to close the Women's/Gender Studies concentration for the Doctor of Philosophy (Ph.D.) with a major in Anthropology (#21980). Dr. Susan Gillespie was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed termination date & phase-out date of fall 2025.

Dr. Stedman sought Council approval for consideration of the two (2) items from The College of Agricultural and Life Sciences (#7 & 8) as a package. Council concurred.

7. The College of Agricultural and Life Sciences seeks to close the Women's/Gender Studies concentration for the Master of Science (M.S.) with a major in Interdisciplinary Ecology (#21930). Dr. Danny Coenen was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed termination date & phase-out date of fall 2025.
8. The College of Agricultural and Life Sciences seeks to close the Women's/Gender Studies concentration for the Doctor of Philosophy (Ph.D.) with a major in Interdisciplinary Ecology (#21931). Dr. Danny Coenen was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed termination date & phase-out date of fall 2025.
9. The College of Liberal Arts and Sciences seeks to close the Women's/Gender Studies concentration for the Doctor of Philosophy (Ph.D.) with a major in Sociology (#21933). Dr. Monica Ardel was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed termination date of fall 2025 & phase-out date of spring 2025.

MAJORS:

10. The College of Public Health and Health Professions seeks to create a new major of MHA-Weekend Track for the Master of Health Administration (M.H.A.) (#21773). Dr. George Hack and Dr. Keith Benson were present for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.

11. The College of Veterinary Medicine seeks to modify the curriculum for the major in Preventive Veterinary Medicine for the Master of Preventive Veterinary Medicine (M.P.V.M.) (#21785). Dr. Jorge Hernandez was present for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of fall 2025.
12. The College of Liberal Arts and Sciences seeks to close the major in Computer Science (CSC) for the Master of Science (M.S.) (#21050). Dr. Tom Kelleher presented the item for the discussion on behalf of the unit. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.

COMBINATION DEGREES:

Dr. Stedman sought Council approval for consideration of the two (2) items from The Warrington College of Business (#13 & 14) as a package. Council concurred.

13. The Warrington College of Business seeks to create a combination degree program between the Bachelor of Science in Business Administration (B.S.B.A.) with a major in Information Systems and the Master of Science (M.S.) with a major in Marketing (#19726). Ana Portocarrero was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.
14. The Warrington College of Business seeks to create a combination degree program between the Bachelor of Science in Business Administration (B.S.B.A.) with a major in Marketing and the Master of Science (M.S.) with a major in Marketing (#19722). Ana Portocarrero was present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.
15. The Levin College of Law seeks to reaffirm a combination degree program between the Master of Arts (M.A.) and Doctor of Philosophy (Ph.D.) with a major in Criminology, Law, and Society and the Juris Doctor (J.D.) (#21521). Ruth McIlhenny and Dr. Lonn Lanza-Kaduce were present (via Zoom) for the discussion. A motion to approve was made, seconded, and passed unanimously, with a proposed effective date of earliest available.

CATALOG WORDING ON FULL-TIME REGISTRATION

16. Catalog wording on full-time registration. Dr. Tom Kelleher was present for the discussion. After discussion at the last meeting, this item was brought back for a vote. The proposed language aligns with the definition that UF enrollment management uses: "Full-time registration is 9 credits in fall and spring. In summer full-time registration is 8 credits for any combination of A, B, and C terms." A motion to approve was made, seconded, and passed unanimously.

II. INFORMATION ITEM / ADMINISTRATIVE ACTIONS:

17. Graduate Curriculum Committee – October Minutes and November Agenda
18. Graduate Programs – Distance or Self-Supporting (No new items)
19. Graduate Student Success Center
Dr. Stedman reminded everyone that January is mentoring month.
She also informed everyone of the Graduate School's recent initiative called "The Exchange," which

includes a Canvas site with on-demand resources for graduate administrators, faculty, and staff and an online monthly meetup between the Graduate School and departments to share resources and information.

III. DISCUSSION ITEM:

20. Catalog language on role, title and GIMS records of supervisory chairs for non-thesis master's students. Dr. Cliff Haynes was present for the discussion. Documents outlining proposed language changes were displayed and distributed. Dr. Kelleher explained the general rationale, which is to clarify rules and correct inconsistencies between the catalog language, supervisory committee policy, and practice.

A discussion was held regarding the current language and proposed policy language related to how graduate faculty members responsible for supervision of non-thesis master's degree students are recorded with the graduate school.

Master's degree general requirements, Graduate Catalog:

<https://gradcatalog.ufl.edu/graduate/degrees/>

Current procedure for supervisory chairs for master's degree without a thesis

For a master's degree without a thesis, oversight is at the academic unit/department/college level only. Non-thesis programs may choose to have a formal committee or an alternate structure as determined by the program's graduate faculty and consistent with academic unit policies. The oversight authority will be considered as the supervisory committee. Units are able to enter their internal information into GIMS as a convenience. Any student with a minor must have the name of the graduate faculty member overseeing the minor entered into GIMS.

Proposed

Master-level degree programs that do not require a thesis or equivalent may choose to require a formal committee or an alternate structure as determined by the program's graduate faculty and consistent with academic unit policies. The supervisory structure must include at least one graduate faculty member serving as academic advisor, program director or graduate coordinator. In all circumstances, a graduate faculty member responsible for supervision must be identified for each master's degree candidate. If desired to be recorded with the Graduate School, units are able to enter their internal supervision information into GIMS as a convenience. Any student with a minor must have the name of the graduate faculty member overseeing the minor recorded into GIMS.

Supervisory Committee and Final Examinations for Master Level Degree Programs Policy – Non-thesis Degree Programs p. 4, policy library link:

<https://grad.ufl.edu/media/gradufl/edu/pdf/master-exam.pdf>

Current

Master-level degree programs (on campus or in a distance learning mode) that do not require a thesis or equivalent, and do not provide for a formal minor, may allow for a supervisory "committee" composed of a single graduate faculty member, who would also be designated as the Supervisory Committee Chair. For programs that include variation in the selection and sequencing of courses, the student's academic advisor (if that person is a member of the graduate faculty) may serve as the supervisory committee. In lockstep programs, it may be more efficient for the program director or graduate coordinator to serve as the designated supervisory committee for all students in the program. But in all circumstances a supervisory committee chair must be identified for each master's degree candidate and recorded with the Graduate School.

The designated supervisory committee chair is responsible for recording the date on which the final examination milestone has been achieved.

Proposed

Master-level degree programs that do not require a thesis or equivalent, and do not provide for a formal minor, may choose to require a formal committee or an alternate structure as determined by the program's graduate faculty and consistent with academic unit policies. The supervisory structure must include at least one graduate faculty member serving as academic advisor, program director or graduate coordinator. In all circumstances, a graduate faculty member responsible for supervision must be identified for each master's degree candidate. If desired to be recorded with the Graduate School, units are able to enter their internal supervision information into GIMS as a convenience.

The designated graduate faculty member is responsible for recording the date on which the final examination milestone has been achieved.

Comments/Concerns from the Graduate Council

The intention of this proposal was to allow units to acknowledge all faculty members who deserve credit for their work in support of graduate students while ensuring that UF Graduate Faculty members maintain responsibility for the integrity of all graduate degree programs at UF.

A concern raised was how to manage situations in which instructors have responsibility for graduate courses or advising but do not have graduate faculty status. Advisors and instructors without graduate faculty status should work in partnership with a responsible Graduate Faculty member or, if appropriate, be nominated for Graduate Faculty Status.

Leave of Absence*

PhD and Other Doctoral Degree Requirements, Graduate Catalog:

<https://gradcatalog.ufl.edu/graduate/degrees/>

Current

A doctoral student who seeks to take leave from UF for more than 1 semester should obtain written approval from the supervisory committee chair for a leave of absence for a designated period of time. This approved leave is kept on file in the student's departmental record. It does not need Graduate School approval. If the student is absent for three or more consecutive terms, the student must reapply for admission on returning. See Readmission and Catalog Year.

Proposed

A doctoral student who will not register at UF for more than one semester should obtain written approval from the supervisory committee chair for a leave of absence for a designated period of time. This approved leave is kept on file in the student's departmental record. It does not require Graduate School notification or approval. If the student is absent for three or more consecutive terms, the student must reapply for admission on returning. See Readmission and Catalog Year.

Master's degree general requirements, Graduate Catalog:

<https://gradcatalog.ufl.edu/graduate/degrees/>

The council also discussed wording for the leave-of-absence policy as it relates to nonthesis students (current language in catalog under master's degree general requirements only refers to "any thesis student who seeks to take leave").

Current

Any thesis student who will not register at UF for a period of more than one semester needs prior written approval from the supervisory committee chair for a leave of absence for a designated period of time. This approval remains in the student's departmental file. The Graduate School does not require notification. If the student is absent for three or more consecutive terms, the student must reapply for admission on returning. See Readmission and Catalog Year.

Proposed

Any master's student who will not register at UF for more than one semester needs prior written approval from the supervisory committee chair or other graduate faculty member responsible for supervision for a leave of absence for a designated period of time. This approved leave is kept on file in the student's departmental record. It does not require Graduate School notification or approval. If the student is absent for three or more consecutive terms, the student must reapply for admission on returning. See Readmission and Catalog Year.

Recommendation from the Graduate School

* Change heading in Graduate Catalog and all references in Graduate School policy manual and documents to "Academic Leave of Absence" to clarify the Graduate School's role in **academic** policies and procedures.

There are other Leave of Absence policies related to funding/assistantship and international visa statuses that are entirely separate from the Graduate School that may also be relevant to a student's situation.

Graduate Council discussion and concerns will be taken into consideration and specific proposed catalog language will be brought back to the council for consideration as an action item at a future meeting.

The meeting adjourned at 2:35 p.m.