

MINUTES

Comments added to the Agenda items are in blue.

Present: Paul Gulig, Kim Hawkins, Justin Kaspar, Phil Doerfler, Christy Carter, Rich Condit, Alexander Ishov, Mary-Ellen Davey, Jennifer Bizon, Joe Fantone, Peggy Wallace, Rob McKenna, Mildred Maldonado-Molina, Maria Zajac-Kaye, Clayton Mathews.

COMMITTEE REPORTS: GSO, Graduate Studies Committee, etc.**Report from Joe Fantone, Sr. Assoc. Dean for Educational Affairs:**

- LCME accreditation preparation is underway. Several committees are being formed and will include basic science faculty and students as part of this endeavor.
- He suggested that we look into a Junior Honors-type early admission into the IDP in Biomedical Sciences to fast-track motivated UF undergraduates into our program. A committee will be formed to look into this.
- Dr. Fantone was questioned about RCM funding through the College of Medicine based on a faculty member's mentoring graduate students. He explained how in the current model a faculty member received 4 hours of credit per week for this. How much funding flows per hour has not been finalized. The initial target was \$100/hour, but the total amount of available funds and total educational effort will be the determining factors in the end. The approved working document on education effort is posted on the IDP-BMS web page at <http://idp.med.ufl.edu/administration-2/advisory-board-agendas-and-minutes/>.

CALENDAR ITEMS:

- Module 2 = Wed., Sep. 25 – Thu., Oct. 24
- Module 3 = Fri., Oct. 25 – Wed., Dec. 4
- Rotation dates:
 - Rotation 1: Mon., Sep. 9 – Fri., Oct. 18 (presentations Oct. 14-18)
 - Rotation 2: Mon., Oct. 21 – Fri., Dec. 6 (presentations Dec. 3-6)
- Dissertation - initial submission to UF Editorial Office - Oct. 4
- Master's thesis - defended - final submission Nov. 4
- [Final Defended Dissertation - December 2](#)
- Open House - Saturday, Oct. 26: will need student posters, concentration representatives
- [UF Graduate Student Research Day – October 29 – Need faculty judges](#)
- [PhD commencement – Friday, Dec. 13, 4:00 pm](#)
- [MS Commencement –Saturday, Dec. 14, 10:00 am](#)

STUDENT ISSUES:

- 4.4% pay raise effective Oct. 1
 - base stipend = \$26,883
 - GSF (Alumni) portion not increased
- Training grant issues
 - supplementation – all students must be supplemented up to the standard IDP-BMS stipend level with non-federal funds
 - transitions on and off – Students, mentors, and departmental staff must be aware of the difficulties in transitioning on and off training grants. Students can experience significant delays in paychecks.
- All second year students have signed on to labs.
- The now-fourth year student looking for new lab is in good shape.

- International Student Awards submission deadline was Monday
 - faculty committee needs to get moving
- HHMI international student notice coming soon – [The notice was sent to eligible students and their mentors this past weekend.](#)
- Course evaluations (Condit)
 - [Compliance is low, which is detrimental for promotion and tenure, not to mention our ability to improve courses. We will track compliance and report to mentors and committees as part of professionalism. We will look into having evaluations done with each module, as opposed to waiting until the end of the course when students don't remember specific faculty members. Some committee members suggested using paper evaluations that could be handed out and collected in class, as long as the faculty did not collect them.](#)
- Student morale
 - [The faculty should be careful about “shop-talk” complaining about how bad funding, etc., is. Students do not necessarily know how to interpret these comments and could become overly anxious about their futures.](#)

Faculty matters

- Dissertation mentoring award eligibility out - notices soon
- Marshals for December graduation coming soon
 - [If you have a student attending commencement, you will be on the list to be asked to marshal.](#)

Report from the AAMC Graduate Research Education and Training meeting

- More effective mentoring of first year students
 - [Concentration directors will be assigned up to 2 first year students to guide through their first year until they find a mentor. The Associate Dean will also take a more active role in mentoring the first year students.](#)
- Greater awareness and sensitivity to student mental health (post Colorado)
- [All faculty, staff, and students should be very aware of mental health issues with students under stress. If there are any concerns, they should contact Dr. Beverly Vidaurreta \(beverly@ufl.edu\), the UF Counseling and Wellness Center \(<http://www.counseling.ufl.edu/cwc/>\), or call 911 in an emergency. It is much better to be proactive and cautious, than to regret not having done something.](#)
- Moving towards competencies
 - Use of Peggy Wallace's committee assessment – good
 - [Committee reports must assess all aspects of student development, not just research.](#)
- Individualized Development Plans (IDPs) coming soon

UF Graduate School NIH proposal - Bridges Master's to Doctorate

- HBCU master's feed students to UF
- summer research program here
- conditional admission to PhD programs during second year of master's
- admissions considerations
- some funding during PhD years from current Bridges program

Our NIH BEST proposal

- develop alternative career paths (biotechnology, entrepreneurship, education)
- scored, not funded
- second round coming

IDC center return allocation done - results soon

- Student travel funding requests are being held until the data for IDC contributions are in, since the amount allocated determines the maximum award for a faculty member's students.

There was a lengthy discussion about the different responsibilities and authorities between departmental, concentration, and Dean's office personnel in managing the graduate program, including course offerings, curriculum, and faculty effort. A document to clarify these matters will be drawn up soon.