Plant Breeding
Graduate Program Orientation

2021 – 2022
Academic Year

Eliana Kampf
Academic Program Specialist II
Welcome to UF and PBGP!

How to contact me:
1509 Fifield Hall
elianak@ufl.edu
352-392-8285 office
352-514-5626 cellular

➢ Call or text to schedule a Zoom appointment

To be the global leader in plant breeding education and germplasm/cultivar development.
A little more about what I do:

- **Academic matters**
  - Registration
  - Deadlines
  - Evaluations
  - Courses
  - Professional development

- **Financial issues**
  - Tuition
  - Student fees
  - Petitions

- **Liaison between faculty/UF and students**

- **Your advocate**
  - Well-being
  - Advisor-advisee issues
Academic Requirements

To successfully obtain a doctoral degree in Plant Breeding students need:

1. A minimum of 90 credit hours beyond a bachelor’s degree
2. Form a supervisory committee
   • Deadline: third semester since admission
3. Complete *Proposal Prospectus* (Research Plan) and Program of Study
   • Deadline: approved by the supervisory committee by the end of third semester
4. Pass the Qualifying Exams
   • Deadline: by the end of the sixth semester since admission
5. Pass Dissertation Defense
   • Deadline: final semester
6. Submit at least one scientific manuscript as a first author before graduation
1. Coursework

Minimum of 90 credit hours beyond a bachelor’s degree, including:

• 40 credits of coursework toward the major:
  • 20 credits of core courses
  • 20 credits of elective courses chosen from:
    o List of electives, or
    o As determined by the supervisory committee

• Remaining 50 credits can be from additional electives or research credits

• Up to 30 credits of MS coursework can be transferred
# List of Core Courses

<table>
<thead>
<tr>
<th>CORE COURSES</th>
<th>INSTRUCTOR(S)</th>
<th>TERM</th>
<th>FREQUENCY</th>
<th>OFFERED BY</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 5266C Field Plot Techniques</td>
<td>E. Rios</td>
<td>F</td>
<td>Annual</td>
<td>Agronomy</td>
<td>3</td>
</tr>
<tr>
<td>AGR 5321C Genetic Improvement of Plants</td>
<td>A. Babar, F. Altpeter</td>
<td>SP</td>
<td>Annual</td>
<td>Agronomy</td>
<td>3</td>
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<tr>
<td>AGR 6325L Plant Breeding Techniques</td>
<td>K. Kenworthy</td>
<td>SP</td>
<td>Odd years</td>
<td>Agronomy</td>
<td>1</td>
</tr>
<tr>
<td>PCB 6555 Intro to Quantitative Genetics</td>
<td>M. Resende, M. Kirst</td>
<td>F</td>
<td>Even years</td>
<td>SFFG</td>
<td>3</td>
</tr>
<tr>
<td>STA 6093 Intro to Applied Statistics</td>
<td>D. Valle, B. Baiser</td>
<td>F, SP</td>
<td>Annual</td>
<td>Statistics</td>
<td>3</td>
</tr>
<tr>
<td>HOS 6932 Survey of Breeding Tools &amp; Methods</td>
<td>P. Munoz</td>
<td>SP</td>
<td>Annual</td>
<td>HOS</td>
<td>3</td>
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<tr>
<td>HOS 6932 Journal Colloquium</td>
<td>Team-taught</td>
<td>F, SP</td>
<td>Annual</td>
<td>HOS</td>
<td>4</td>
</tr>
</tbody>
</table>

(1 cred. x 4 terms)

Total credits of core courses in the major 20

**F**: Fall  **SP**: Spring  **SU**: Summer
<table>
<thead>
<tr>
<th>ELECTIVE COURSES</th>
<th>INSTRUCTOR</th>
<th>TERM</th>
<th>FREQUENCY</th>
<th>OFF. BY</th>
<th>CRED.</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 5307 Molecular Genetics for Crop Improvement</td>
<td>F. Altpeter</td>
<td>SP</td>
<td>Even years</td>
<td>Agronomy</td>
<td>3</td>
</tr>
<tr>
<td>AGR 6322 Advanced Plant Breeding</td>
<td>E. Rios</td>
<td>F</td>
<td>Even years</td>
<td>Agronomy</td>
<td>3</td>
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<tr>
<td>AGR 6305 Plant Chromosomes and Genomes</td>
<td>J. Wang, E. Rios</td>
<td>SP</td>
<td>Annual</td>
<td>Agronomy</td>
<td>3</td>
</tr>
<tr>
<td>AGR 5444 Ecophysiology of Crop Production</td>
<td>J. Estrada</td>
<td>SP</td>
<td>Annual</td>
<td>Agronomy</td>
<td>2</td>
</tr>
<tr>
<td>BCH 5045 Graduate Survey of Biochemistry</td>
<td>T. Colquhoun</td>
<td>SP</td>
<td>Annual</td>
<td>ENH</td>
<td>4</td>
</tr>
<tr>
<td>NEM 5004C Graduate Survey of Nematology</td>
<td>P. Digennaro</td>
<td>SP</td>
<td>Annual</td>
<td>Ento &amp; Nem</td>
<td>3</td>
</tr>
<tr>
<td>ENY 5006 Graduate Survey of Entomology</td>
<td>R. Baldwin, C. Miller, A. Auletta</td>
<td>F, SP</td>
<td>Annual</td>
<td>Ento &amp; Nem</td>
<td>2</td>
</tr>
<tr>
<td>ENY 5006L Graduate Survey of Entomology Laboratory</td>
<td>R. Baldwin, C. Miller</td>
<td>F, SP, SU</td>
<td>Annual</td>
<td>Ento &amp; Nem</td>
<td>1</td>
</tr>
<tr>
<td>ELECTIVE COURSES</td>
<td>INSTRUCTOR</td>
<td>TERM</td>
<td>FREQUENCY</td>
<td>OFF. BY</td>
<td>CRED.</td>
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<tr>
<td>GMS 6231 Genomics and Bioinformatics</td>
<td>M. Kirst, S. Chen, K. Balmant</td>
<td>SP</td>
<td>Annual</td>
<td>Medicine-MGM</td>
<td>3</td>
</tr>
<tr>
<td>HOS 5242 Genetic and Breeding of Vegetable Crops</td>
<td>B. Rathinasabapathi</td>
<td>SP</td>
<td>Odd years</td>
<td>HOS</td>
<td>3</td>
</tr>
<tr>
<td>HOS 6201 Breeding Perennial Cultivars</td>
<td>J. Chaparro</td>
<td>F</td>
<td>Odd years</td>
<td>HOS</td>
<td>3</td>
</tr>
<tr>
<td>HOS 6236 Molecular Marker-Assisted Plant Breeding</td>
<td>P. Munoz, M. Resende, K. Folta</td>
<td>F</td>
<td>Odd years</td>
<td>HOS</td>
<td>3</td>
</tr>
<tr>
<td>HOS 6932 Horticultural Physiology</td>
<td>G. Nunez</td>
<td>F</td>
<td>Annual</td>
<td>HOS</td>
<td>3</td>
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<tr>
<td>PCB 5065 Advanced Genetics</td>
<td>Team taught, H. Hannah (coord.)</td>
<td>F</td>
<td>Annual</td>
<td>HOS</td>
<td>4</td>
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<tr>
<td>PCB 5530 Plant Molecular Biology and Genomics</td>
<td>Team taught, G. Peter (coord.)</td>
<td>F</td>
<td>Annual</td>
<td>HOS</td>
<td>3</td>
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<tr>
<td>PCB 6685 Population Genetics</td>
<td>C. Baer</td>
<td>SP</td>
<td>Annual</td>
<td>Biology</td>
<td>4</td>
</tr>
<tr>
<td>PLP 5005C General Plant Pathology</td>
<td>B. Richter</td>
<td>F</td>
<td>Annual</td>
<td>Plant Path</td>
<td>4</td>
</tr>
<tr>
<td>PLP 6291 Plant Disease Diagnosis</td>
<td>C. Harmon</td>
<td>SP</td>
<td>Annual</td>
<td>Plant Path</td>
<td>3</td>
</tr>
</tbody>
</table>
2. Supervisory Committee

- To be formed by the end of the third semester

1. Chair (must have graduate faculty status in PBGP)
2. Member (must have graduate faculty status in PBGP)
3. Member (must have UF graduate faculty status)
4. External member (must have UF graduate faculty status in any department other than PBGP)

3. Research Prospectus (Proposal Plan) & Program of Study

- Both need to be approved by the supervisory committee
- Deadline: by the end of the third semester

- Research Proposal
  - One-page document to help students focus on their research project
  - Basis for writing a full research proposal during their second year

- Program of Study
  - All core and elective courses for each semester until graduation
1. RATIONALE AND JUSTIFICATION

2. GOAL TO BE ACHIEVED WITH THE PROPOSED RESEARCH
   a. OBJECTIVE I
   b. OBJECTIVE II
   c. OBJECTIVE III
   d. Add as many as needed

3. MATERIALS AND METHODS. One Material and Method per each objective

4. EXPECTED OUTCOMES

5. TIMELINE FOR THE PROPOSED PROJECT
<table>
<thead>
<tr>
<th>COURSE PREFIX and NUMBER</th>
<th>COURSE TITLE</th>
<th>CREDITS</th>
<th>GRADE</th>
<th>SEMESTER COMPLETED</th>
<th>INSTITUTION</th>
</tr>
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<tbody>
<tr>
<td>CORE COURSES</td>
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</table>

| ELECTIVE COURSES        |             |         |       |                   |            |
|                         |             |         |       |                   |            |
|                         |             |         |       |                   |            |
|                         |             |         |       |                   |            |
|                         |             |         |       |                   |            |

| RESEARCH AND OTHER COURSES |             |         |       |                   |            |
|                            |             |         |       |                   |            |
|                            |             |         |       |                   |            |
|                            |             |         |       |                   |            |
|                            |             |         |       |                   |            |

Student Signature: ________________________________

The above program of study has been approved.

<table>
<thead>
<tr>
<th>COMMITTEE ROLE</th>
<th>FIRST, LAST NAME</th>
<th>SIGNATURE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td></td>
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<tr>
<td>Co-Chair (if any)</td>
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<tr>
<td>Member</td>
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<tr>
<td>Member</td>
<td></td>
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<td></td>
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<tr>
<td>External Member</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
4. Qualifying Exams

In preparation for the exams, students write a full, detailed NSF- or USDA-style proposal.

- Written Exam
  - Coordinated by the chair
  - Each committee member gives an open or closed book exam
  - Given a month immediately before the oral exam
- Public Seminar
- Oral Examination
  - Immediately following the seminar
  - Attended by supervisory committee only

✓ Deadline to complete exams: end of the sixth semester

5. Admission to Candidacy
6. **Doctoral Dissertation & Final Examination**
   - Write dissertation following UF templates and guidelines, and secure approval from the Graduate School Editorial Office
   - Public seminar
   - Final exam by supervisory committee
   - Deadline: last semester

7. **Submit Manuscript to Peer-Reviewed Journal**
   - Students are required to prepare and submit at least one manuscript for publication as a first author in a scientific peer-reviewed journal before their final defense.
   - Deadline: last semester
Other Requirements

• Participation in the annual Plant Breeding Working Group (PBWG) and Plant Science Retreat meetings
  o PBGI and CALS Dean’s Award students to write 1-page report and give brief presentation

• Graduate Student Annual Evaluation

• IDP – Individual Professional Development Plan

• Exit Interview
  o PBGP Director and Coordinator

NOTE: No TA requirement but teaching is highly encouraged
      (Exception CALS Dean’s Award)
Graduate Assistantship Research (GA-R) Appointment

• Letter of Appointment/Employment creates an employer-employee relationship between you & UF
• GAs have part-time duties, other than working on own research, including but not limited to:
  o Working 20 hours/week in advisor’s lab
  o Maintaining a GPA of at least 3.0
  o Meeting all expectations as noted in the Graduate Assistantship letter of appointment/employment
  o Fulfilling other specific research duties assigned by your advisor
Your appointment is renewed every year, depending on:

• Maintenance of overall GPA of 3.0 or higher
• Maintenance of required registration:
  *9 credits fall & spring, 6 credits summer*
• Satisfactory research progress toward your degree, as determined by advisor and PBGP director
• Satisfactory performance of your GA-R duties & responsibilities
• Availability of funds
• Compliance with UF rules, regulations, policies and procedures
GA-R Appointments

• Appointment starts 8/16/2021 to 8/15/2022
  o Bi-weekly payments
  o 26.1 paydays during the year
  o Paydays schedule: www.fa.ufl.edu/departments/payroll-tax-services/payroll-schedules/

• Benefits: GA HR: https://benefits.hr.ufl.edu/my-benefits/explore/eligibility/ga/
  o Health Insurance
    • All students are mandated by law to have health coverage during the entire year, including annual breaks.
    • GAs on a 0.25 FTE appointment or higher are eligible for GatorGradCare health insurance plan.
  o Retirement - https://benefits.hr.ufl.edu/retirement/voluntary/
  o Time Away – Article 8 of the GAU contract
GA-R Appointments

• GAs are represented by Graduate Assistants United which bargains collectively with the university on behalf of all graduate assistants on campus.

• Consult the most recent GAU contract (2017-2020):
  - Minimum salaries
  - Workload
  - Leaves of absence
  - Outside activities
  - Conflict of interest
  - Changes in appointment
  - Employee rights
  - Terminations
GatorGradCare

• Enrollment, policies, coverage, benefits, effective dates, network providers, ID Cards, etc. at https://benefits.hr.ufl.edu/health/gatorgradcare/

• Cost of individual (employee only) coverage is $12 monthly
  o Collective Bargaining Agreement: UF, Board of Trustees, GAU (Grad. Assistants United)
    o Premium collected through bi-weekly payroll deduction

• Enrollment is not automatic - newly hired graduate assistants have 60 days from their date of hire to enroll

• All students need to complete an insurance waiver once a year to opt out of the United Healthcare policy.

• GatorGradCare assistance:
  o gabenefits@admin.ufl.edu
  o 352-392-0003
GA-R Enrollment Requirements:

- 9 credits in Fall, 9 credits in Spring, 6 credits in Summer

### Fall 2021 Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor(s)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 5266C</td>
<td>Field Plot Techniques <em>(Esteban Rios)</em></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>STA 6093</td>
<td>STA 6093 Intro to Applied Statistics for Agricultural &amp; Life Sciences <em>(Denis Vale)</em></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>HOS 6932</td>
<td>Journal Colloquium: Professional Development Plant Breeders <em>(Patricio Munoz)</em></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>XXX 7979</td>
<td>Advanced Research</td>
<td></td>
<td>X</td>
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</table>

### Spring 2022 Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Instructor(s)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGR 5321C</td>
<td>Genetic Improvement Plants <em>(Ali Babar, Fredy Altpeter)</em></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>HOS 6932</td>
<td>Survey of Breeding Tools &amp; Methods <em>(Patricio Munoz)</em></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>XXX ######</td>
<td>Journal Colloquium</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>PCB 7979</td>
<td>Advanced Research</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
Course Registration

- **ONE.UF**: registration, schedule of courses, transcripts, grades, holds, critical dates, deadlines

- **Registration holds need to be cleared every semester**
  - Self register *(Class Number)*
  - Departmentally controlled *(DEPT)*:
    - request registration in the specific Department
    - email faculty offering the course

- How to find courses of interest: search ONE.UF and department website (look for graduate course syllabi)

- Important to be registered in the correct on-campus or REC section
Course Registration

- Fall’21 Registration Deadlines
  - Advance registration: until August 19
  - Regular registration: August 20
  - Late registration & Drop/Add: Aug 23-27

  **OUR** - [https://registrar.ufl.edu/soc/](https://registrar.ufl.edu/soc/)
  **Grad School** - [https://catalog.ufl.edu/graduate/calendar/](https://catalog.ufl.edu/graduate/calendar/)

- Students are **responsible** for being **correctly** registered by the official deadline

- So, can you switch classes after Drop/Add deadline?
  **NO!!! You will have to pay tuition back to UF for all credits dropped (and/or eventfully added)**
Tuition

- Tuition (*in-state* and *out-of-state*) ≠ Student fees
- GA tuition is waived (paid by advisor/PBGP)
- FL residents have tuition charged as in-state tuition: $10,770
- Out-of-state student's tuition paid from any source of funds set to increase:
  - Fall 2021: $14,336 (10% increase)
  - Fall 2022: $15,769 (10% increase)
  - Fall 2023: $17,346 (10% increase)
  - Fall 2024: $18,213 (5% increase)
- Residency Reclassification for Tuition Purposes?
  - convincingly demonstrate permanent legal residence in FL for a reason other than attending an institution of higher learning
Student Fees

- Student fees are not included in the tuition waiver
- Must be paid by students every semester by the deadline **but** GAs have deadline deferred to later in the semester
  - Fall ’21 deadline for all UF students: September 3
  - Fall ’21 deadline for GAs: **Deferred to November**
  - Student fees ~$82/credit

- **Bursar Office:**
  - [Critical Dates](#)
  - [OneStop](#): tuition or charges questions
  - [Calculate student fees](#)
Annual Graduate Student Evaluation

- Needs to be completed every year
- Due in July and refers to previous academic year
  - Evaluation period: Aug. 16, 2021 to Aug. 15, 2022
  - Evaluation deadline: July, 2022
- Divided between academic progress and GA responsibilities
- Requires completion by student and advisor
- Great opportunity to set goals and check progress
Graduate Student Annual Evaluation

**ACADEMIC PERFORMANCE**

**A. GENERAL INFORMATION**

**B. PRESENTATION OF YOUR WORK / PERSONAL DEVELOPMENT**

1. List all the scientific meetings you attended this year, including the name, date, and location. If you presented in any of these meetings, please specify if you had a poster or oral presentation.

2. Please list any awards or recognitions you have received (i.e. fellowships, scholarships, honors, travel awards, prizes, etc.). Please also list any outreach activities.

3. Did you complete a manuscript(s)? Y □ N □

   If so, provide the title(s), author(s), name of journal, date, and status of manuscript (submitted, accepted, in press, published):

4. What do you expect to accomplish in the next 12 months?

5. During the next 12 months, what percentage of your time do you plan to spend on:
   
<table>
<thead>
<tr>
<th>Activity</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experiments and Data Analysis</td>
<td>□□□□□□</td>
</tr>
<tr>
<td>Writing</td>
<td>□□□□□□</td>
</tr>
<tr>
<td>Reading Literature</td>
<td>□□□□□□</td>
</tr>
<tr>
<td>Teaching</td>
<td>□□□□□□</td>
</tr>
<tr>
<td>Attending Courses or Meetings</td>
<td>□□□□□□</td>
</tr>
<tr>
<td>Other (Specify)</td>
<td>□□□□□□</td>
</tr>
</tbody>
</table>


GRADUATE ASSISTANT DUTIES (Personnel)

C. SCIENTIFIC PROGRESS

1. What was your project plan for the last 12 months?

2. a.) Is your project on schedule? (Did you meet your project planning?)  Y □  N □

   b.) If not, please provide details as to which goals were not met, and why:

D. TEACHING EXPERIENCE

1. Did you serve as a teaching assistant?  Y □  N □

   a.) If so, for which course(s)?

   b.) Describe your duties:

   c) What is your opinion of your teaching experience?

E. COMMENTS FROM ADVISOR

ACADEMIC PERFORMANCE

1. Overall evaluation of progress toward degree:

   □ Outstanding □ Commendable □ Satisfactory □ Weak □ Unsatisfactory

2. Assessment of student’s progress toward degree:

GRADUATE ASSISTANT DUTIES (Personnel)

1. Overall evaluation of performance:

   □ Outstanding □ Commendable □ Satisfactory □ Weak □ Unsatisfactory

2. Assessment of student’s performance:
F. ADDITIONAL COMMENTS FROM EVALUATION MEETING:
(Please attach additional pages if necessary)

Advisor: ____________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Graduate Student: __________________________________________

________________________________________________________________________

________________________________________________________________________

G. SIGNATURES

Graduate Committee Chair:
Name: __________________________________________

Student
Name: __________________________________________
Individual Development Plan (IDP)

- Best practices for Ph.D. education, implemented UF-wide
- A guide to concretely identify career goals, examine path and how to get there
- Identify obstacles to achieving career goals
  - Résumé gaps
  - Personality traits
  - Work/Life balance
  - How to build your network
- Honest, open self-assessment -- it is student-driven, but done in consultation with advisor
- Formalizes an interaction that might not happen with some mentors
- More info at [Graduate School IDP web page](https://example.com/IDP)
PHOTO AND EMAIL RELEASE FORM

STUDENT NAME [Please Print]: ____________________________________________

I hereby consent that all written works (including my University of Florida email address), photographs and/or videotaped images taken of me and/or recordings made of my voice and/or written extraction, in whole or in part, of such recordings may be used by the PIMC Program on their website for the purpose of illustration, advertising, or publication in any manner.

________________________________________
STUDENT SIGNATURE

________________________________________
DATE
Important UF Resources

**ONE.UF**
- Access transcripts and final grades
- View financial aid award and disbursements
- Register for classes
- View schedule of courses
- Check for current holds

**myUFL**
- Update your addresses and contact information
- Monitor/View payroll records
- *My Campus Finances*

**GIMS**  Graduate School’s portal
- Manage degree segments of your graduate career
- Add members of your faculty supervisory committee
- Update completion of final exam/project
- Professional development events registration
Important UF Resources

College of Agriculture and Life Sciences - CALS
- Professional Development: Grantsmanship, courses, classes, workshops...
- CALS Scholarships

Graduate School - GS
- Funding Opportunities
- Student Life
- Professional Development
- Three Minute Thesis Competition

Graduate Student Council - GSC
- Travel grants available for participating units
- Hope Hersh and Emily Reed

Career Connections Center - CSC
- Sammie Walker Herrera is CALS liaison for Career & Industry Engagement
- SWalker@ufsa.ufl.edu, 392-1601
Important UF Resources

• Dean of Students Office dso.ufl.edu
• U Matter We Care umatter.ufl.edu
• Counseling & Wellness Center counsel.ufl.edu
• Office of the Ombudsman ombuds.ufl.edu
• FL Residency admissions.ufl.edu/residency
• Nonresident Taxes: fa.ufl.edu/tax/nonresident-alien.asp
• Parking & Transportation parking.ufl.edu
• Plant Science Council ufplants.org
‘I’ve learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.’
Maya Angelou

Thanks for listening!

Questions?