

**Florida Atlantic University
University Graduate Council
Minutes
November 10, 2010**

Present: Deborah Floyd, Education; Ronald Nyhan, CDSI; Susan Folden, Nursing; Ali Zilouchian, Engineering; Khaled Sobhan, Engineering; George Morales, GSA; Charles Roberts, Science; Ben Lowe, Arts & Letters; Valerie Bryan, Education; Massimo Caputi, Biomedical Science; Elwood Hamlin II, CDSI; Kim Dunn, Business; Michael Cocuzza, GSA

Absent: Xupei Huang, Biomedical Science; Andrew Furman, Arts and Letters; Allen Smith, Business

Others Present: Barry Rosson, Graduate College; Joann Arlington, Graduate College; Connie Sokolowski, Graduate College

The meeting was called to order at 2:00 p.m. by Nyhan.

I. Approval of Agenda from October 13, 2010 meeting.

The agenda was unanimously approved by the council.

II. Approval of Minutes from October 13, 2010 meeting.

The minutes were unanimously approved by the council.

III. New Business

a. UGC Statement on Requirements for new Master's and Doctoral degrees.

Nyhan stated that all requests for new master's and doctoral degree programs must be recommended for approval by the UGPC and UGC according to established guidelines of the University and the BOG.

Hamlin moved for approval and Roberts seconded. The council unanimously approved.

b. Letter to UFS Steering regarding UGC responsibilities.

Nyhan presented a memo written to the UFS to amend the UFS constitution to clarify the roles of the UGC and the UGPC as a sub-unit of the UGC, incorporate the responsibilities of the UGC and reinforce the role of the UGC as a sub-unit of the UFS. The council discussed all aspects of the memo and unanimously approved sending the memo forward.

IV. Old Business – Graduate Thesis and Dissertation Guidelines

Connie Sokolowski spoke to the council about the changes to the guidelines, specifically the number of paper copies required by the different colleges. The fee decreased to \$25. After much discussion, there was agreement that the number of signature pages (hard copies on bonded paper) should be at least three for electronic submission.

Another change was suggested on page five: the first sentence of the Doctoral Supervisory Committee should be changed to say that each candidate should have at least three members of the Graduate Faculty.

The council unanimously approved the changes to the guidelines.

Discussion of Microsoft 2010 coming soon took place.

Discussion took place concerning graduate enrollment, graduate FTEs and education goals.

V. Other Business

There was a motion to skip the December 2010 meeting by Floyd. Bryan seconded. It was unanimously approved by the council.

There was a request to add council members to distribution lists within Graduate College. UGC members would like to be included on communications from the Graduate College about upcoming events, etc.

VI. Meeting adjourned at 3:10 p.m.