

**Florida Atlantic University
University Graduate Council
Minutes
December 7, 2011**

Present: Deborah Floyd, Education; Ronald Nyhan, CDSI; Valerie Bryan, Education; Elwood Hamlin II, CDSI; Nancy Poulson, Arts & Letters; Allen Smith, Business; LaTasha Lee, GSA; William Rhodes, Engineering; Nancey France, College of Nursing; David Newman, College of Nursing; Douglas Broadfield, Arts & Letters; Ali Zilouchian, Engineering

Absent: Massimo Caputi, Biomedical Science; Kim Dunn, Business; Xupei Huang, Biomedical Science; Charles Roberts, Science; Stuart Glegg, Engineering;

Others Present: Barry Rosson, Graduate College; Barbara Bebergal, Graduate College

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

I. Approval of Agenda.

The agenda was approved unanimously by the council.

II. Approval of Minutes of November 9, 2011 meeting.

The minutes were unanimously approved by the council.

III. Consent Agenda for UGPC Recommendations to UFS Steering

Consent and action agendas from the UGPC were unanimously approved by the council.

IV. Old Business

Editorial comments with no changes. Floyd motioned to discuss guidelines. Courses that have 9 do not require a course syllabus. However, some do require it. Nyhan does not want it in the document for that reason. Floyd motions under I. Special Topics include #1 a proposed course with second digit of 9 does not require a syllabus for the GPC and UGC unless the Registrar requires it. Paulson seconded. Motion does not carry. Six for, three against and three abstain. Paulson moves to adopt the language of the undergraduate policy. Passes unanimously.

Rosson asks that there be a specific number of credits necessary for certificate programs. Ali moves that it be twelve hours. Current would be grandfathered in. Nyhan will put in a statement that a minimum of twelve graduate credit hours for new certificate programs.

Lee seconded. Motion carried unanimously. The effective date is Fall 2012. Floyd and Nyhan will notify the UFS by letter.

V. New Business

GRE – Graduate College will serve as a clearing house for the new scores and each college will notify the Graduate College as to what their requirements will be. Doctoral degree seeking applicant must have a nationally standardized graduate level test score. Master and Specialist programs don't have to require such tests.

Rosson promised to send a spreadsheet out to the different colleges with some samples and general parameters for the colleges to follow. The colleges should get this done one week prior to the Feb. 8 UGC meeting. The council should bring feedback from each college to the Jan. 18 meeting. The colleges should not contact the Registrar directly with the changes. They will go through the Graduate College.

Graduate Completion Rates – Nyhan would like to have initiatives next semester for the council to assist in better supporting graduate education and graduation outcome.

Nyhan would like to invite Miguel to the meeting to discuss data reports.

VI. Meeting Adjourned 3:35