

Graduate Programs Committee (GPC)

Minutes of March 30, 2011 Meeting

DRAFT

Florida Atlantic University

College of Education

Office for Academic and Student Services, Room 232

1:00-3:00pm

Members Present: Deborah Floyd, Ali Danesh, Carlos Diaz, Dilys Schoorman, Linda Webb, Sharon Darling, Mary Lou Duffy, Susannah Brown, Bob Shockley, Hani Zainnuddin, Alyssa DeHass-Gonzalez, Joan Friedenber, and Deborah Shepherd

- I. Call to order conducted by Deborah Floyd.
- II. Approval of Minutes the minutes for March 2, 2011.

Motion to approve by Carlos Diaz, seconded by Dilys Schoorman. Motion was approved by all members present.

- III. Petitions Sub-committee Report- Reported by Carlos Diaz

Action: Carlos Diaz moved that fourteen student petition recommendations by the committee be approved. Two petitions were denied. One petition was deferred. Dilys Schoorman seconded the motion. All members present voted to approve.

Carlos Diaz respectfully submitted that he will not be serving on the GPC next year.

Bob Shockley discussed the decision process for petitions with the whole group. He discussed the issue of supporting the academic department's disapproval of a student petition and when to defer back to the department. Dilys Schoorman asked for a point of clarification about the process of why a petition would come to the GPC if it was previously denied by the department. Carlos Diaz discussed that there was discussion about whether to support the department in order to fully consider the student petition. The appeals process for students should be considered. Bob Shockley asked if the appropriate process for a petition that was denied by the department, should be a deferral back to the department. Sharon Darling discussed the role of GPC and the intent of decision making by the committee. She clarified that the decision by GPC does not overturn decisions by the department. Dilys Schoorman clarified that the GPC does not make the decision of whether or not to admit students into departmental programs. Sharon Darling asked if the GPC is asked to defer to the department that disapproves then it suggests the same for approval by departments when the GPC disagrees. Carlos Diaz commented that the GPC supports departmental decisions and does not require the departments to conform to the GPC decisions. This point was discussed at length by members. Deborah Shepherd reminded that all final decisions are made by the Dean of the College of Education. Deborah Shepherd clarified that Deborah Floyd and Linda Webb expressed concerns about the GPC decision at the March 2, 2011 meeting. Bob Shockley clarified that the issue on the table is not the merit of the student, but rather the

precedent of the GPC actions for departmental decisions. Dilys Schoorman discussed that the purpose of the petitions process is to allow students who don't meet certain criteria to have consideration of their issues. Deborah Floyd discussed the issue of whether petitions should be denied or accepted in general. Dilys Schoorman discussed that three options are available for the GPC: approve, disapprove, or defer back to department. Carlos Diaz reminded that the GPC decision was a recommendation for the department. Deborah Floyd noted that this discussion will continue in the Fall 2011.

Deborah Floyd thanked Bob Shockley for coming to the meeting and discussing the issue. She clarified that perhaps the discussion should include whether denial for admission by a department should be a GPC level decision. Deborah Shepherd discussed that having the process include the GPC allows the College of Education to support decision making through due process for the student. It was clarified by Deborah Floyd that the GPC role is as an advisory committee to the Dean.

IV. Monitoring/Action re: Unsatisfactory Academic Progress Graduate Students

The matter of notification of students not making satisfactory progress was discussed. Deborah Floyd advised that a due process procedure for graduate students will be considered by the University Faculty senate soon and, if passed, it would be advisable for the COE to ensure a clear process for review and action regarding graduate students be in place. The University Registrar no longer informs graduate students of academic probation as that role has been taken over by the Graduate College Dean. Deborah Shepherd discussed the process concerning the academic progression plan. It is the department's decision to make the recommendation that the student be dismissed. Then from that point Deborah Shepherd will bring the issue to the Dean of the College of Education. A formal process for the College of Education is needed. Academic warning is in the catalog and the process is described. The discussion point is that the students are not currently officially notified that they could be potentially dismissed from the program.

This issue will be discussed by GPC in the fall. Deborah Shepherd will then discuss the issue with the Dean Rossen, Graduate College and the COE Dean.

V. Curriculum Sub-committee Report- Reported by Linda Webb

Linda Webb discussed the curriculum sub-committee report. The proposal to change admission requirements for M.A. in TESOL/BE from the Department of CCEI. Joan Friendenberg discussed the process and her discussion with Dean Rossen, Graduate College. The program area discussed admission requirements and the PRAXIS testing was considered. They have decided to eliminate the GRE for students whose GPA is a 3.0 or higher in the last 60 hours of their bachelor's degree and use PRAXIS I: Pre-Professional Skills Test in Writing/PPST of 173. If the GPA is lower than 3.0 then the student must take the GRE. The TOEFL score of 550 will be used for international students.

Action: Motion was made to support the proposal by Carlos Diaz. Dilys Schoorman seconded the motion. All members present voted to approve the program changes as noted.

VI. Graduate Faculty Applications- Committee of the Whole

There were no graduate faculty status application files to be reviewed by GPC members.

The GPC committee as a whole discussed the Associate Graduate Faculty Status Chart distributed by Deborah Floyd. The process of approval was discussed briefly. All records will be kept in the department. Kristy Demeo will keep the electronic records of graduate faculty status on behalf of the Dean. It is the departments' responsibility to contact Kristy Demeo to correct records of associate graduate faculty. Periodically, as decided by the chair of the GPC, the GPC as a whole will review the associate graduate faculty list and remind their respective departments to review and correct the list compiled by the Dean's office. A suggested timeline would be for the GPC to review about a month before the end of the fall term and spring term.

Sharon Darling shared the draft version of the changes to the Process for Appointment and Renewal to the Graduate Faculty. This was discussed by the committee and will be revisited in the fall. Members requested a list of the changes in the proposed document. It was suggested that once the changes are listed GPC members should take the documents back to the departments and consider points for discussion for the fall meeting of the GPC. Deborah Floyd thanked Sharon Darling for completing this task for the GPC review.

VII. Deborah Floyd thanked members for service prior to adjourning the meeting at 2:45 PM.

The Next GPC meeting will be scheduled in the fall 2011 term and be held in the Office Student Academic Service, Room 232. Sub-committee meetings will be held at noon prior to the general meeting, unless otherwise noted. Curriculum proposals are due two weeks in advance of the meeting.