

**COE Graduate Programs Committee
Minutes
February 26, 2013**

Call to Order: The COE Graduate Programs Committee Meeting was called to order at approximately 1:03 pm.

Attendance: Deborah Floyd (Chair), Yash Bhagwanji, Susannah Brown, Ali Danesh, Paul Peluso, Deborah W. Shepherd, Patricia Williams (by Phone), Dianne Wright, Rachida Faid-Douglas (for Hanizah Zainuddin) and Len Sperry.

Minutes: Three corrections were made to the minutes. Motion to approved, with corrections (by consensus), seconded by Paul Peluso.

Graduate
Council
Update

Discussion ensued regarding Electronic Programs of Study Training dates (TBD) and Electronic Spot Forms.

Petitions
Committee
Report

All of the petitions from the Petitions Committee were unanimously approved, Motion to approve made by Susannah Brown and seconded by Len Sperry.

Graduate
Faculty

Applications

Kristy De Meo met with the committee and provided the most current listing of Graduate Faculty Application status and a report regarding who might be eligible for expedited review. Kristy indicated that the information she provided was in alignment with the information in the Graduate College. She also indicated that she would send out an updated copy of the list, with the codes indicated, after leaving the meeting. By consensus, it was decided that the Department chairs would be briefed by the committees' department representatives and the areas of non-compliance shared, get information back to Kristy before our next meeting and then get the list to the Dean for enforcement of compliance.

Thanks were extended to Kristy De Meo for her fine work, both in terms of this process as well as her work all along with the committee.

Next, the committee took up the issue of considering persons eligible for expedited review so that applications can be staggered for review, and then discussed how such a process would work. It was agreed that it should be made clear what will be needed for expedited reviews (e.g., persons who have held their current status for two or more cycles), including a current Vita, experience evidence as specified in the college and university policy and perhaps a transmittal form which would need to be designed. It was agreed that if a person went up early, his/her timeline would not be affected, but would start on the date originally scheduled.

It was also suggested that the Dean bring the Master Graduate Faculty Status List document and the issue of expedited review to the Department Chairs during an upcoming Department Chairs Committee meeting. Yash

Bhagwanji agreed (volunteered) to work on an expedited review form. It was also decided, by consensus, that GPC department representatives will go to our department chairs and take the list to them to assure compliance vs. non-compliance. In addition, it was agreed that the committee would come back to this topic in during its March meeting to consider an expedited review process and a draft form.

It was moved by Susannah Brown that Michael Hall be approved for Level C. The motion was seconded by Len Sperry and the committee approved unanimously.

Curriculum
Committee
Report and
Recommendations

A motion was made by Paul Peluso to approve EEC 6711 *Communication Arts in Early Childhood Education* proposed change in title to EEC 6711 *Creative Arts for Young Children*, as approved by the curriculum committee. The motion was seconded by Susannah Brown and approved by the COE GPC unanimously.

A question was posed by Susannah Brown in term of putting forth a 600 level course re: Special topics, and what to write in terms of a description. It was suggested that the template be used as per the Provost Guidelines and that in the rationale section to indicate that, technically, for courses that have a “9” in them, one does not need to attach a syllabus; and then to go ahead and attach a syllabus.

Meeting

Adjourn

The meeting was adjourned at 2:16 pm. The motion to adjourn was made by Paul Peluso and seconded by Susannah Brown. The next meeting is scheduled for Tuesday, March 26, 2013.

Draft Prepared By:

Dianne A. Wright, Ph.D.

Recording Secretary