College of Education (COE) Graduate Programs Committee (GPC)
Meeting Minutes
August 2025

Call to order: The COE-GPC meeting was called to order via Zoom Videoconferencing at 1:04 pm on August 27, 2024.

In Attendance: Melissa Antonelli (DCI), Maysaa Barakat (ELRM), Hannah Bowers Parker (CE), Sharon Darling (DSE), Lisa Finnegan (DSE), Mary Liberman (ELRM), Bryan Nichols (DCI), Deborah Shepherd (Dean's Representative), and Lilyanna Zmijak (CSD).

1. **Roll Call and Convening Announcements.**
    a. Electing a Chair for the *COE-GPC Curriculum Subcommittee-* In their meeting, the curriculum subcommittee discussed leadership and voted to appoint Dr. Lisa Finnegan as Chair of the Subcommittee.
    b. Electing a Chair for the COE GPC- the members of the COE GPC discussed leadership, taking into account history and precedence. They then voted to appoint Dr. Lisa Finnegan as Chair of the COE GPC for 2025-2026
    c. Petitions Subcommittee-Dr. Darling will remain as Chair for the COE-GPC Petitions Subcommittee.
2. **Minutes Approval.** April 2025 minutes were presented and approved by committee vote.
3. **Recorder for Minutes.** The recorder role for the COE GPC rotates among the committee members. Sharon D. volunteered to take this meeting's minutes.
4. **Curriculum Subcommittee Report** (presented by Lisa F).
    a. Two curriculum items were discussed. ELRM requested changes to course prerequisites in Higher Education. DCI requested approval for a four-plus-one degree for Elementary Education Bachelor's + Master's in C&I.
    The committee recommended approval for both items, pending additional/revised paperwork from ELRM. Motion (& second) to accept the subcommittee's recommendations made by Lisa F. (Subcommittee Chair). Motion passed by unanimous vote.
    b. Tracking COE curriculum change requests- A question arose about the online submission and tracking system developed last year for the COE. Dr. Finnegan. I will follow up with Sarah Robers (COE Dean's office) and advise the COE GPC at the next meeting.
5. **Student Petitions Subcommittee Report** (presented by Sharon D.). The Petitions Sub-committee reviewed five petitions from two departments: DCI submitted one petition to waive continuous enrollment. EDLRM submitted four petitions: one to waive recency of credit; one to change NR grade to W; one to waive continuous enrollment, and one to request leave of absence.
    The committee recommended approval of all petitions, with the caveat that the leave of

absence is for up to one year. The student is to return in Spring 2026 or submit an additional petition.

Motion (& second) to accept the subcommittee's recommendations for approval of both, made by Sharon D. (Subcommittee Chair). Motion passed by unanimous vote.

6. **University Graduate Council (UGC)/University Graduate Programs Committee (UGPC) Updates –**
    a. UGC /UGPC meetings have not yet commenced for this academic year. When they do, Dr. Finnegan, as COE GPC Chair, will attend these meetings, representing the COE. If needed, she will obtain support from Sharon D., or Maysaa B.,
    b. Tracking university curriculum change requests- A question arose about the online submission and tracking system developed last year for the UGC (presented at University Faculty Senate). Dr. Finnegan will follow up and advise the COE GPC at the next meeting.

Other Business. None.

7. **Adjourn:** Maysaa B. moved to adjourn meeting, seconded by Sharon D. meeting adjourned at 1:48pm.