

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

February 4, 2026

Call to order: The COE-GPC meeting was called to order via Zoom Videoconferencing at 1:00 pm on February 4, 2026.

In Attendance:, Maysaa Barakat (ELRM), Sharon Darling (DSE), Lisa Finnegan (DSE), Mary Liberman (ELRM), Bryan Nichols (DCI), Deborah Shepherd (Dean's Representative), Lilyanna Zmijak (CSD), Jennifer Rogers (CE), Katie Friesen (ELRM), Christy Timm Fulkerson (CSD), Melissa Antonelli (CI), Hannah Bowers Parker (CE)

Roll Call and Convening Announcements.

Minutes Approval. The previous minutes were reviewed and approved by a vote.

Administrative Matters: Quorum confirmed

Curriculum Review: Curriculum change noted for Grant Writing Course for Department of Special Education

- New Grant Writing Course description wording on syllabus and catalog need to match
- Need to clarify (with course instructor- Dr. Gagnon) if course is open to any graduate student, any doc student (master's students with instructor permission), or only SPED doc students (anyone else needs instructor permission)
- Vote tabled until clarification occurs

Student Petitions: Nine petitions reviewed from four departments; eight approved one disapproval from Curriculum Instruction for waiver of full-time status. Motion (& second) to accept recommendations made by Dr. Darling (Petitions Subcommittee Chair). Motion passed by unanimous vote.

1. Counselor Ed- Submitted one petition to waive the GRE requirement. The Subcommittee recommended approval.
2. Curriculum and Instruction-Three petitions: one to waive continuous enrollment, one to waive full-time status, and one to waive maximum graduate assistant hours. The Subcommittee recommended approval to waive for the continuous enrollment and the graduate assistant hours; the Subcommittee disapproved the petition to waive full-time status.
3. Educational Leadership and Research Methodology- Three petitions: one for a leave of absence, two for readmission to the program to graduate in spring 2026. The Subcommittee recommended approval for all three, with the leave of absence for up to one year.

4. Special Education- Two petitions: one for a leave of absence, one for a late withdrawal. The Subcommittee recommended approval for both.

The subcommittee recommended approval of eight and disapproval of one of the petitions considered. The GPC voted to accept the Subcommittee's recommendations.

Other Business:

1. Reminded that each department is being asked to provide a APP formal written policy and send it to Dean Dukes
2. GPA calculator was sent out to faculty
3. Coursedog discussed to help integrated academic operations platform approved this week by the state
4. Looked at COE GPC curriculum change form on Office Forms, link will be sent out

Next Steps:

- Dr. Finnegan: Reach out to Dr. Gagnon to clarify and confirm whether the grant writing course should be open to all graduate students (including master's) or restricted to doctoral students, and if any changes to registration control or catalog description are needed.
- Dr. Finnegan: Correct the course syllabus by removing CRN, section number, and updating the registration control language to match the catalog, and email Dr. Gagnon with the corrected wording.
- Dr. Finnegan: Send the link for the graduate curriculum change submission system to Dr. Darling.
- Dr. Finnegan: Send out an email to the committee with the updated/clarified information from Dr. Gagnon regarding the grant writing course registration control, and if necessary, conduct an e-vote on the revised curriculum item.

Adjourn: Meeting adjourned at 1:45 pm.