

**College of Education
Graduate Programs Committee Meeting
Minutes
Thursday, January 27, 2011**

**1 PM GPC
Student Affairs Conference Room, COE, Boca**

Members Present: Deborah Floyd, Sharon Darling, Carlos Diaz, Dilys Schoorman, Susannah Brown, Linda Webb, Deena Wener, Joan Friedenber, Valerie Bryan, and Deborah Shepherd

- I. Call to order conducted by Deborah Floyd.
- II. Approval of Minutes motion to approve the minutes for November 23, 2010 by Valerie Bryan. Seconded by Linda Webb. All members present voted to approve the minutes.
- III. University Graduate Council/University Graduate Programs Committee Update- Deborah Floyd and Valerie Bryan reported on the activities at the University Graduate Council meeting. The University Graduate Council once again complimented the College of Education for excellent work following policy and procedures concerning graduate programs. It was discussed that the new Graduate College website had changed and the graduate applications are more difficult to find by navigating the new website. A discussion of the governance and the relationship of the University Graduate Council and University Graduate Programs to the University Faculty Senate occurred. It is being proposed that the University Graduate Program Committee will send to the University Graduate Council prior to sending to the University Senate Steering Committee and then to the University Senate Meeting. It was discussed that this will slow the process down because of meeting dates.

Academic Integrity document was briefly discussed. A hard copy of the document was given to each committee member to share with their departments. At this time an electronic copy is not available. All committee members were asked to seek departmental input and send comments or concerns to Valerie Bryan by February 10th at bryan@fau.edu

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

Action: Valerie Bryan moved that all student petition recommendations by the committee be approved. One petition was denied. Seconded by Linda Webb. All members present voted to approve.

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

Linda Webb discussed the curriculum sub-committee report. The TESOL admissions proposal for international students by the CCEI department was reviewed by the sub-committee. A discussion followed on the background of the proposal. University level admission criteria does not conflict with the new proposal. It was discussed that the catalog should reflect the changes for clarity. A discussion of the process of approval occurred. This is the last meeting for the approval of the COE GPC for curriculum changes in order to complete the process at the university level for this

academic year, as previously stated in minutes. The COE GPC will continue to review curriculum changes throughout the academic year, but the changes will not have time to complete the entire approval process this spring term 2011.

Action: Valerie Bryan moved to approve the TESOL admissions proposal for international students by the CCEI department as per the sub-committee decision. Seconded by Linda Webb. All members present voted to approve.

VI. Graduate Faculty Applications- Committee of the Whole

There were no Graduate Faculty Application files to be reviewed by GPC members. Ali Danesh and Valerie Bryan aligned the new form with the new graduate governance document. Deborah Floyd discussed the form in general. At the bottom of the page of the new version should include a place for the Chair of the Department to sign and date and indicate at which level the Chair is approving. This is the form to use for graduate faculty status from our approved COE Governance Document. Word changes concerning the evidence to be provided with the application were discussed. Final approval of the graduate faculty status form for posting on the website was discussed. Sharon Darling, Carlos Diaz, and Ali Danesh will continue to work on the application form and bring to the next meeting, March 2, 2011.

VII. Deborah Floyd thanked members for their service prior to adjourning the meeting at 2:20 PM.

VIII. The Next GPC meeting will be held at 1-3pm on March 2, 2011 in the Office Student Academic Services, 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 and will be addressed during the March 2, 2011 COE GPC meeting, but note that the timeframe of the university level approval process will not allow for complete approval until the Fall 2011 term.