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10-21-2010

## Graduate Council Meeting : 2010 : 10 : 21

Graduate Council

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**Draft Minutes of the Graduate Council USFSP**  
**Oct. 21, 2010**

Meeting Called to Order at 3:35 PM

**Members Present:** Monica Postelnicu Ancu – Chair, Kate Barker, Tina Neville, Kim Stoddard, Philip Trocchia

**Members Absent:** Dr. Terry Rose

**Guests:** Vice Chancellor Norine Noonan, Associate Dean Deanna Michael

- It was suggested and agreed on by the members of the Council that notes will be taken by one of the Council members at each meeting with members agreeing to rotate the responsibility of the note taking for each meeting.

**I. Overview of Agenda Items to be Covered in the meeting**

- A. Changes to the Degree Program in MAT in Exceptional Student Education with ESOL Endorsement and M.Ed. in Elementary Education with ESOL Endorsement – College of Education
- B. Approval of the Certificate Program in Leadership Management – College of Business
- C. Preview of Upcoming Packet for new online program proposal from the Journalism Department
- D. Change in meeting time to 9:30 am on Thursday, Nov. 18, 2010

**II. Agenda Item #1 - Changes to the Degree Programs in the MAT in Exceptional Student Education with ESOL Endorsement and M.Ed. in Elementary Education with ESOL Endorsement – College of Education**

- A. Associate Dean Deanna Michael presented the recommended changes to the catalogues for the ESOL portfolio before entering the final internship; Currently the catalogue contains the statement: “It is highly recommended that each student achieves “Bridging” on 3 of the 5 ESOL clusters prior to entering his or her final internship”. The recommended change will read “It is required that each student achieves “Bridging” on 3 of the 5 ESOL clusters prior to entering his or her final internship”. A discussion ensued regarding how this change would affect students. Associate Dean Michael explained the benefits for the students. A motion was made by Kim Stoddard and seconded by Tina Neville to accept the recommended changes. The motion passed unanimously.

**III. Agenda Item #2 - Approval of the Certificate Program in Leadership Management – College of Business**

- A. The proposal for a Certificate Program in Leadership Management was presented at the last Graduate Council meeting. At that time the proposal was sent back to the College of Business to address the grade requirement change of C + or better. The new proposal submitted at this meeting included a hand written addition of the following statement: “however a grade of B or better is needed to transfer the course to the MBA program”.

- B. Additional concerns were raised by the Council regarding the high number of special topics for the certificate program.
- C. Allison Watkins from the COB was called in to discuss the two issues above. She provided a rationale for the new verbiage of “a grade of B or better”. The rationale included the fact that there are only 3 courses in the certificate program thus the need to keep a C + or better due to averaging grades.

A discussion ensued over the fact that there are only 3 courses (9 credits) in the Certificate program. Allison indicated that 3 courses (9 credits) falls within the norm of 9 – 15 credit hours for most certificate programs in the SUS. Allison also indicated that the Special Topics courses are all in the process of getting a number. Once the numbers are received, the courses will then be removed from the Special Topics status.

The issue of quality assurance of the Certificate program was also brought up by the committee. Dr. Noonan indicated that the Graduate School would ask that the COB monitor the Certificate program and report back to the Graduate School in late spring regarding the grades of students within the program. If low grades become an issue then it will be brought back to the Council for further review.

Tina Neville moved and Kate Barker seconded the motion to approve the changes with the understanding that the changes must be typed into the document and sent to the Chair of the Graduate Council by Oct. 31, 2010.

**IV. Agenda Item #3 – Preview of New program proposal coming from Journalism**

The Chair noted that a new program proposal from Journalism will be formally presented at the next Council meeting. The proposal is for a new online Master’s program to begin in fall, 2011. The proposal is for a graduate program with an online Master’s degree in Digital Media. A discussion ensued over the process for submitting the proposal and the Council reviewed the process that the Curriculum and Program committee must approve the program before it comes to the Graduate Council. The Chair indicated that the Committee members will receive a print version of the proposed program before the November meeting. Dr. Noonan suggested that the Chair ask Mark Walters to provide online access of the proposed program for all Council members.

**V. Announcements**

- A. Next meeting is scheduled for Nov. 18<sup>th</sup>. The Chair asked for a change in meeting time from 3:30 to 9:30 am. The Council all approved this change.

**The Meeting was adjourned at 4:18 PM**

