

## COE Graduate Programs Committee

### Minutes

September 25, 2013

Call to Order: The COE GPC meeting was called to order at 1pm.

Attendance: Drs. Deborah Floyd (Chair), Yash Bhagwanji, Susannah Brown, Sharon Darling, Mary Lou Duffy, Paul Peluso, Deborah Shepherd, Len Sperry, Janet Towell, Diane Wright

Announcements: None

Minutes: Minutes from 8/28/13 meeting. Motion to approve by Susannah Brown. Seconded by Len Sperry. All members present approved minutes by vote.

Minutes Recording: The GPC chair requested a member to record the minutes for this meeting. Susannah Brown volunteered to record minutes for this meeting.

Petitions Committee: All petitions were discussed and voted upon by the committee as a whole. Motion to approve all 9 petitions across 4 departments with 1 pending additional documentation by Sharon Darling. Seconded by Susannah Brown. All members present voted to approve the 9 petitions with 1 petition approved pending additional documentation.

Curriculum Committee: Report made by Paul Peluso. Motion by Paul Peluso to approve two courses (EEC 6239 and EDG 6937) and 1 program change. Seconded by Sharon Darling. All members present voted to approve.

Graduate Faculty Status Applications Report: Two faculty applications were reviewed. Motion by Susannah Brown to approve 1 COE expedited faculty graduate status application with contingency that the new COE form be included and returned to the COE GPC Chair. Seconded by Diane Wright. All members present voted to approve. The second faculty application was returned to the applicant with the understanding that the corrected COE form and the Graduate College Form 1 would be included and brought forward at the next COE GPC meeting.

Note: All faculty applicants need to complete the COE Form with supporting documents and the Graduate College Form 1. It was also noted that the currently posted COE form was missing the signature lines for the COE GPC Chair, Faculty Applicant, and COE Dean. Susannah Brown agreed to work with the COE Technology Team to correct the form and create a fillable PDF to be posted on the COE website.

Motion that all COE Graduate Faculty that are due for review of Graduate Faculty Status (Dec . 14/15) can apply for early review (expedited or not) when submitting to the COE GPC by Sharon

Darling. Seconded by Paul Peluso. Discussion included that applications that are approved will be held in COE Dean's Office until prior to the renewal date and then move forward to the Graduate College for approval prior to the renewal date to ensure that renewal timeframes are extended properly. All members present voted to approve.

University Graduate Council/University GPC Updates: All curriculum has moved forward from the UGC/UGPC.

Adjournment: A motion to adjourn at 2:16pm was made by Len Sperry. Seconded by Diane Wright. All present voted to approve.

Next COE GPC meeting: October 23, 2013.

Prepared and submitted by

Susannah Brown, Ph.D.

Recording Secretary for this COE GPC meeting