

UCF Graduate Council

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CURRICULUM COMMITTEE MINUTES

Minutes of September 11, 2007 meeting

Members Present Patricia Bishop, Deborah Breiter, Tosha Dupras, Art Weeks

Recorder Rhonda Nelson

Guests Present Max Poole, Paige Borden, Lee Tubbs, Conrad Katzenmeyer, Peg Miller, David Boote, Burt Pryor, Mike Robinson

Staff Members Dore Carter, Debra Winter, Carreen Krapf

Handouts: Committee responsibilities review sheet, meeting schedule, Higher Education track proposal, School Counseling track move proposal, and non thesis option to the M.S. in Molecular Biology and Microbiology.

Welcome and call to order. The meeting was called to order at 12:40 p.m. by Stephen Goodman, chair. Welcome and introductions followed.

Graduate Council website. Carreen Krapf and Debra Winter provided a demo of the Graduate Council website. This is a new website that is separate from the Graduate Studies website. They shared that this new website will house all of information pertaining to Graduate Council. Each of the 3 subcommittees has a separate area where agendas, minutes, and all information pertaining to that subcommittee will be located. Debra shared there is an area where a poll or survey can be conducted from the website. The actual rollout will be coming in the next several weeks. A rollout scheduled was distributed.

Review of Graduate Council Curriculum procedures and policies. A handout was distributed on the responsibilities of this committee regarding the review of programs and courses. Dr. Bishop did share with the committee that there was a change in procedure for any new doctoral programs which includes that a consultant will now be invited in to review the program prior to approval.

Confirmation of start times for meetings. A handout was distributed on the dates and times for all fall meetings. The meetings are staggered on Tuesdays and Wednesdays to accommodate everyone's schedules.

Proxy voting. Discussion was held on whether or not to allow proxy voting and if there were restrictions on who could be a proxy. Dr. Bishop pointed out that the Graduate Council consists of associate and full professors. A motion was made to accept proxy voting stipulating that the person would be required to be an associate or full professor from the college that he/she was representing. This motion received unanimous approval.

Addition of a Higher Education track, Ph.D. Education. Dr. Tubbs provided overview of this new track. A question was raised regarding the exact number of hours in the program. Dr. Robinson indicated that he would look at the graduate catalog and provide an update on this. Dr. Tubbs did mention the possibility of inactivating the EDD program. He will send a formal request to the committee on this. There was a discussion on the minimum number of hours for individual tracks. For this track, a notation needs to be added at the bottom indicating the additional electives for credit in the specialization. There was also discussion on the number of faculty for the program. It was pointed out that there was a current search going on for an additional faculty member. Dr. Tubbs also indicated that students in the EDD program would move to this track. Dr. Robinson pointed out this program can function with their current resources. The committee asked for additional information regarding estimates for enrollment and asked that the faculty be listed along with the courses they will be teaching. There will also be new course action requests coming forward for this proposal. This proposal was tabled by the committee pending revisions.

Transfer School Counseling Track from EdS in School Psychology to the EdS in Education. Dr. Robinson gave summary on this move. There was a question raised on the hours for this program. Dr. Robinson indicated that he will make the necessary revisions on this. Dr. Robinson pointed out that the program was inventoried under school psychology. He requested that the college would like this approved for fall 2007. The 3 students in the program were aware of the move. Dr. Robinson will confirm this with them but does not see a problem. This proposal received unanimous approval by the committee pending the corrections to the hours, the correction to the course numbers for the courses listed in the exit requirements area, and the addition of a sentence at the top of the catalog copy that describes what the student would do with this type of degree. Dr. Robinson will forward a revised copy to Graduate Studies.

Addition of a non-thesis option, MS Molecular Biology and Microbiology. Karl Chai reported on this. He reported that he gets over a dozen inquires each year regarding a non thesis option. The major difference will be the capstone experience. A question was raised and discussed by the committee on whether the students doing the non thesis option would be at a disadvantage. The committee suggested that the capstone experience be changed to a course. This non thesis option received unanimous approval by the committee members. Dr. Chai will send forward a course action request for the capstone experience.

Next meeting. The committee members asked that an email be sent to them by Sept. 17 letting them know of the agenda for the following week.

Meeting adjournment. Meeting adjourned at 9:45 a.m. Next meeting is scheduled for September 19, 1:30 p.m. in MH 327.

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