

UCF Graduate Council

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PROGRAM REVIEW AND AWARDS COMMITTEE MINUTES

Minutes of October 23, 2009 meeting

Members Present

Patricia Bishop, Paul Dombrowski, Ahmad Elshennawy, Rich Gause, Patrick LiKamWa, Max Poole, David Ratusnik, Stephen Sivo

Recorder

Rhonda Nelson

Guests Present

Diane Chase, Heidi Watt, Carolyn Hopp, Karen Biraimah

Welcome and call to order. Dr. Paul Dombrowski called the meeting to order and a quorum was established.

Approval of the minutes. The minutes from the meeting held on October 9 were approved.

Consultant's Report of Program Review. Dr. Diane Chase and Heidi Watt shared a one page handout on the program review process that had been prepared for the BOT. Dr. Chase pointed out that the Program Review Committee was made up of Patricia Bishop, Alison Morrison-Shetlar, Heidi Watt, and Diane Chase. She indicated that there was no set of questions required by the Board of Governors although they wanted to know strengths, weaknesses, recommendations, and what has happened to the program since the last evaluation. She further stated that SACS likes to see a sound curriculum that is timely and a confirmation of qualified faculty members in the reviews. She noted that the function of the Graduate Program Review Committee in reappointing graduate faculty will be very helpful in assuring SACS of qualified faculty. Finally she noted that the Program Review Committee would be open to suggestions for changes to the consultant questions as long as they addressed the concerns of the BOG and SACS. After considerable discussion the committee reviewed the questions on the consultant's report and made suggestions for deletions due to redundancy. The committee voted and agreed unanimously to the changes to the consultant's report and they were given to Ms. Watt at the meeting for incorporation into the process.

Proposal for Med in Teacher Leadership. Drs. Biraimah and Hopp were present at the meeting. Dr. Biraimah pointed out that the program was already in existence but due to revisions and a title change, a new CIP was requested. With the new CIP code change, approval as a new program was required by the BOG. Dr. Biraimah gave a summary of the proposal and various questions were asked by the committee. One of the biggest concerns was the adequacy of library holdings to support the Urban Education and the Global and Comparative Education specializations. Rich Gause pointed out that a library analysis needed to be conducted through library loans. Dr. Biraimah noted that she has been able to get the journals and information that she needs for the Urban Education specialization. However, there was some concern about the holdings in the Global and Comparative specializations and Dr. Biraimah indicated that they have now suspended admissions in the Global and Comparative specialization for a year in order to rebuild that area. The committee agreed to keep the Urban Ed specialization in the proposal but to take out the Global and Comparative Ed specialization. The committee asked that Mr. Gause and Dr. Biraimah work together to review library resources for the approved program. The program would need to come back to the committee when they were ready to add the Global specialization back into the program. The committee then evaluated the proposal using the criteria evaluation worksheet provided by the BOG. The committee unanimously recommended that the proposal go forward with the suggested changes.

Action items and adjournment. The committee will begin the review of graduate faculty reappointments at the next meeting. The meeting adjourned at 11:35 a.m. The next meeting will be held November 6, 10:00, TA 420B.

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