College of Education  
Graduate Programs Committee (GPC)  
Friday, October 12, 2007

Members Present: Candi Ashley, Michael Berson, Rosemary Closson, Rod Evans, Wilma Henry, Valerie Janesick (Chair), Jeffrey Kromrey, Jim Paul (for Jeannie Kleinhammer-Tramill), Jenifer Schneider

Members Absent: Jeannie Kleinhammer-Tramill, Len Sutton

Ex-Officios Present: Harold Keller, Ann Cranston-Gingras

Guests: Diane Briscoe, Miranda Sloan, Rebecca Wilkins

WELCOME

Valerie Janesick, Chair, called the Graduate Programs Committee to order on Friday, October 12, 2007 at 9:35 am.

MINUTES

Michael Berson made a motion to approve the September minutes as written, Jeff Kromrey seconded and the motion was approved.

CO-CHAIR

Dr. Janesick expressed the importance of having a co-chair to fill-in when the chair might be unavailable and asked for volunteers. Since no one came forward at this time, a request was made for the committee to consider the duties and be prepared to select a co-chair at the next meeting.

PROGRAMS/COURSES/CERTIFICATES

Secondary Education – new certificate – Barbara Spector
Informal Science Institutions Marine & Environmental Education Certificate
Community Resources for Environmental Education...............................SCE7345
Environmental Site Explorations............................................................SCE7346
Methods for Interpretive & Transformative Standards Based Education........SCE7338
Update of Environmental Research Management Policies.......................SCE7644

Rod Evans made a motion to approve the Secondary Ed Marine Certificate and new courses, providing the CARE statement is added to all syllabi, Rosemary Closson seconded and the motion was approved with the change.

Secondary Education – new course – Howard Johnston
Teaching & Learning in the Content Area..................................................ESE7415
Since the sub-committee was not present the committee moved to continue this until the November meeting. NOTE: It was suggested that a specific name should be listed in the content area.

**Secondary Education – new course – Barbara Cruz**
Practicum in Social Science Education..............................................................SSE5946

Since the sub-committee was not present the committee moved this to November’s meeting.

**For Information only:**

**Secondary Education – termination of program**
C&I in Interdisciplinary Education (Ph.D.) with a Concentration in Second Language Acquisition/Instructional Technology

This program is being terminated because there already is a stand alone Ph.D. (SLAIT).

**DISCLOSURE OF ARREST RECORDS**

Diane Briscoe brought to everyone’s attention the fact that on occasions, some of our graduates are hard to place for internships due to arrest records. As this could lead to a liability issue, she suggested having students sign a form disclosing any prior arrests.

*A motion to approve the Disclosure of Arrest Records form was made by Rosemary Closson, seconded by Rod Evans, and the motion passed.*

**FACULTY FORUMS ON DISSERTATIONS**

The Graduate Programs Committee will be hosting a forum on Friday, November 9, 2007, at 11:30 am in the TECO Room to discuss quality and rigor issues of dissertations. The sub-committee (Michael Berson, Valerie Janesick, Jeannie Kleinhammer-Tramill, Jeffrey Kromrey, and Harold Keller) deserves kudos for such a quick turnaround.

**GRADUATE STUDIES**

Anete Vasquez requested that additional courses be offered during graduate’s internship under Secondary Education’s (English, Foreign Language, Math, Science, Social Science) programs due to financial cutbacks. Recent reductions in state funding have caused colleges to offer many courses only once a year and never in the summer. This is creating a problem because some students will have to wait an entire year before they are able to take the courses enabling them to graduate. Thus, it is causing trouble for these students.

In an effort to prevent losing students, Dr. Vasquez requested additional courses be offered in each area, guarantying that students would have courses to complete their studies and graduate on time.

*A motion to approve was made by Rod Evans requesting Dr. Vasquez add a rationale and a tighter statement, motion seconded by Michael Berson, and the motion was approved. *

NOTE: The requested information was provided on October 16, 2007, thus, the motion passes.
ANNOUNCEMENTS

- Anyone needing to update their syllabus needs to go to the Faculty Council webpage under either Graduate Programs/Undergraduate Programs and can get the form syllabi (under packets) with all the necessary information on it and plug in their course information.
- All departments need to review all of their 6931 and 7931 courses and make sure they apply for permanent numbers. Harold Keller will remind everyone at the Chairs’ meeting of this problem.
- The issue of a “placeholder” course was discussed. Due to the very small number of students who do not pass their content knowledge test, this item was dropped from consideration at this time.

NEXT MEETING

The next GPC meeting is scheduled for Friday, November 9, 2007 at 9:30 a.m. in EDU 219.

ADJOURNMENT

The meeting was adjourned at 11:10 a.m.
DISCLOSURE OF CONVICTION
Includes all MAT programs; School Psychology Ed.S.; School Counseling and Educational Leadership Internship/Practicum Experiences

When applying for an initial certificate, you will be asked to disclose information about any existing criminal records. School districts have the right to know about any arrests, pleas of nolo contendere, adjudications withheld, or convictions that their personnel may have sustained. You will also have to supply this information to the state when you apply for a certificate. School districts have the right to obtain information regarding sealed, expunged, and/or juvenile records.

Have you ever been arrested for, pleaded nolo contendere to, or been convicted of, a first degree misdemeanor or felony? Yes ___ No ___ (Please check one and SIGN ON SIGNATURE LINE.) Any future charges or arrests may jeopardize your internship, practicum and/or opportunity to work in an educational setting.

Print Full Name________________________________________
Signature_________________________________________ Date____________

I understand that if I have an arrest record or if I incur one, the following information applies:

• The College of Education cannot guarantee a placement for the final internship or practicum.

• The College of Education cannot guarantee that at the completion of my academic program, I will receive a Florida Professional Certificate. (These decisions are made by the Education Standards Commission of the Florida Department of Education.)

• The College of Education cannot guarantee that the states with which Florida has reciprocity will issue a professional certificate.

• I have been advised to contact the district/s in which I wish to seek future employment to investigate their personnel hiring procedures.

Upon applying for final internship or practicum, I will be required to include in my application packet:

1) a detailed letter explaining the nature of the arrest, the circumstances related to the arrest, final disposition, and any conditions set by the court;
2) certified copies of court records, which include my arrest record/s, and any documents related to the disposition of my case. (This information can be obtained by contacting the Clerk of the Court for the town/county where the offense/s occurred.)

It is important that you retain a personal copy of all of the documents that are submitted to the Internship or COEDU academic department office because you will have to present the same documents to the school district/s to which you apply for employment.

I have read and understand the information contained above.

Signature_________________________ Date_________