Present: Liliana Rodriguez-Campos, Rita Meadows, Haichun Sun (for Nell Faucette), Tony Tan, Julia White, Deoksoon Kim, Patty McHatton

Members Absent: Jim King

Ex-Officio Present: Ann Cranston-Gingras, Michael Stewart, Paulette Walker, Pam Magasich

Others Present: Lora Crider

Call to Order/Welcome
Meeting was called to order by Dr. Dr. McHatton.

Minutes
Motion to approve the 11/09/07 minutes was made by (White) seconded (Kim). The minutes were approved with revisions.

Action Items:

Secondary Education – New Course – Pat Daniel (needs to be reviewed)
Teaching Reading in Secondary English Curriculum.................................................LAE 4337
Drs. White and King were assigned to review the course.

Review Grievance Committee Motion
Dr. Stewart read the past revision regarding who can serve on the Grievance Committee that was approved and asked for it to be rescinded based on input from GPC. He then put forth a revision which excluded instructors from serving on the Graduate Grievance Committee.

A motion was made (White) to approve the revised policy, seconded (Meadows), and approved unanimously.

Work Groups Reports:

Graduation with Distinction Award – Dr. Stewart reported on the committee’s suggested changes. The motion to accept and approve the changes was made (Meadows), seconded (Tan), and unanimously approved.

Outstanding Undergraduate Teaching Award – Dr. Stewart reported on behalf of Dr. Rodriguez. Dr. Stewart read the suggested changes which were formatting and not content changes to the committee. A motion was made (White) seconded (Tan) and unanimously approved.

Final Internship Evaluation – Dr. White reported the committee hoped to meet by the end of January. The date/time remains to be set for the meeting.

Discussion item:

Internship Retreat – Thursday, February 21 at 8am – 12pm in TECO – Dr. Walker announced the retreat and asked for input on who should be invited to attend.

Lora presented a rough draft of a website page she would like to have added to the UPC website to assist with the course proposals, submissions, and review of the documents. The committee agreed this would be helpful.

For the good of the Order: None

Adjournment: Meeting was adjourned.