Undergraduate Program Committee
Minutes
Friday, February 15, 2008

Present: Liliana Rodriguez-Campos, Rita Meadows, Nell Faucette, Tony Tan, Deoksoon Kim, Patty McHatton, Jim King

Members Absent: Julia White

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

Others Present: Lora Crider, Pat Daniel

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

Minutes
Motion to approve the 01/11/08 minutes was made by (Kim) seconded (Rodriguez-Campos). The minutes were approved with revisions.

Action Items:

Secondary Education – New Course – Pat Daniel (approved after discussion and suggested changes will be made)
Teaching Reading in Secondary English Curriculum.........................................................LAE 4337
(Drs. Julia White and Jim King reviewed the course.)

Work Groups Reports:

Graduation with Distinction Award – Dr. Faucette asked Dr. Stewart to comment on the requested changes by the Faculty Council on the GPA. The GDA Committee agreed with the suggested changes for the GPA. The new GPA requirement is: “3.5 in the last 60 hours excluding the last semester of internship and any course taken in the semester. Also, at the time of graduation, the student must have completed a minimum of 45 credit hours at USF since being admitted to the College of Education.” The motion to accept and approve the changes was made (King), seconded (Tan), and unanimously approved. This will appear on the Faculty Council Consent Agenda on 02/29/08.

Final Internship Evaluation – Dr. Stewart reported in Dr. White’s absence that the group will be meeting on Thursday, February 28th.

Reports due to the DOE Pam Magasich reported that the Reports/matrices have not been sent to Tallahassee. Most of the required matrices have been returned to me by programs...some are still outstanding (these are the FL reading endorsement matrices); Syllabi should be current and match what is in the matrices; if I notice discrepancies or do not have a syllabus for a course, Pam will be contacting the appropriate program personnel.

Syllabi Revisions Upcoming – Dr. Stewart reported that in reviewing the Undergraduate and Graduate Syllabi forms it is apparent there are some revisions that need to be made. He wants to put together a sub-committee to review the syllabi and said he needed to speak with Drs. Keller and Janesick and hoped by fall something could be brought forward to the UPC and GPC.

Discussion items:

Internship Retreat – Thursday, February 21 at 8am – 12pm in TECO – Dr. Walker announced the retreat and reminded those who need to attend.
Children’s Festival – Saturday, March 1st, Dr. Walker reminded everyone about the upcoming Children’s Festival and thanked everyone for their participation.

National Board Certification Reception – today in the rotunda at 4p.m.

For the good of the Order:

Lora reported that the Course tracking system is now functional for the UPC.

Adjournment: Meeting was adjourned.