Call to Order/Welcome

Patty McHatton, Chair, called the UPC meeting to order at 1:20 p.m. on October 12, 2007 and welcomed everyone.

Minutes

Julia White made the motion to approve minutes with corrections, Deoksoon Kim seconded, and the minutes were approved.

Action Items

- **Internship placements at private & charter schools** – Some students are requesting internship placement in charter or private schools. After discussing the issue, the GPC believes it would be in the best interest of the students to be placed in a public school, using the charter or private schools only as an alternative. **Nell Faucette made a motion to setup the same guidelines for charter/private schools but use public schools when possible, Deoksoon Kim seconded and the motion was approved by the committee.** This information will be passed on to the Faculty Council.

- **Undergraduate Grievance Committee** – since Paulette Walker was out-of-town this was tabled until the November meeting.

- **Graduation with Distinction Award Guidelines** – This is a Dean’s award which can be awarded each semester. Michael Stewart has asked the UPC to review the guidelines and make recommendations on any changes. Nell Faucette agreed to chair the work group on this item. The goal would be for the committee to provide its recommendation by our December meeting.

- **Outstanding Undergraduate Teaching Award** Michael Stewart would like the UPC to review the criteria and procedure guidelines for this award. Liliana Rodriguez agreed to chair this work group. The goal would be for the committee to provide its recommendation by our December meeting. – there should be more general requirements of work dealing with education. There are five members on the committee. Dyana Rod is currently the chair.

- **Undergraduate Grievance Committee** - this item was tabled until our next meeting.
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- **Final Internship Evaluation** The Final Internship Evaluation has not been reviewed since 2000. Dr. Stewart has asked the UPC to participate in the review of the Final Internship Evaluation. Julia White will serve as chair to this committee. Dr. Stewart will identify other faculty members to assist.

- **COEDU Graduate Student(s) award for teaching in the undergraduate program** – currently on the calendar for January 2008 – need to appoint a group in spring.

- **Reading Endorsement** An 60-hour practicum (supervised by someone certified in reading) will be discussed in departments and then by Chair(s) and Dean.

- The Provost discussed better utilization of classrooms (set class size) by the use of “blocks”, i.e., Monday, Wednesday, Friday – 50 minutes block and, Tuesday, Thursday – 75 minutes block.

**Adjournment**

The meeting was adjourned at 1:30 p.m. The next UPC meeting will be **Friday, November 9, 2007**.