Undergraduate Program Committee
Minutes
Friday, November 9, 2007

Present: Nell Faucette, Rita Meadows, Julia White, Phil Smith, Jim King, Tony Tan

Members Absent: Kim Deoksoon, Patty McHatton

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

Call to Order/Welcome
Meeting was called to order by Dr. Cranston-Gingras at 1:05 P.M. (substituting for Dr. McHatton)

Minutes
It was moved by Dr. King and seconded by Dr. Faucette to approve the minutes. Dr. King asked for clarification on the item dealing with the Reading Endorsement. Minutes were approved.

Action Items:

Undergraduate Grievance Committee – Dr. Walker and Dr. Stewart presented recommended changes to the current committee structure. They explained the requested change is to add the provision that faculty holding the rank of “Instructor” be eligible for membership. The change is suggested to increase the pool of eligible faculty to serve on the committee. Dr. King moved the recommended change be accepted. Dr. Faucette seconded. Motion passed unanimously.

Review course from Secondary Education (Traditional English Grammar for Teachers) – Dr. Faucette reported on the course proposal. She indicated she had met with Dr. Applegate, the author of the course proposal, and had given her feedback. She indicated not all changes she had recommended had been addressed by Dr. Applegate. Dr. Faucette moved the course be accepted and Dr. King seconded. Discussion of the course proposal resulted in the following recommendations: change references to ESOL to ELL, change all references of certification to English Certification, make assessment points and grading scale consistent, provide a rationale for the textbook selection since the copyright is rather old, provide rubrics for assignments (not required, but recommended), include the appropriate standard(s) in parentheses at the end of each objective and each assessment, delete either web or Internet language since they mean the same thing. Dr. Faucette had additional editorial changes for the course proposal. The motion for approval passed contingent on changes being made by Dr. Applegate. Dr. Faucette will contact Dr. Applegate to review the changes that must be made.

Work Groups Reports:

Graduation with Distinction Award – Dr. Faucette reported the committee will meet Wednesday, November 14, 2007.

Outstanding Undergraduate Teaching Award – Dr. Stewart reported in the absence of Dr. Rodriguez. The committee will meet November 28, 2007.

Final Internship Evaluation – Dr. White reported Dr. Stewart had sent invitations to faculty inviting them to serve on the group. A meeting will be scheduled as soon as all invitees respond.

Discussion item:

FLDOE Rule 6A Project – Dr. Stewart report there are four meetings scheduled for program representatives to meet with Pam Magasich and him regarding what faculty will need to do to prepare their reports for the demonstrating how programs are meeting Rule 6A and the Common Core Curriculum.

For the good of the Order: None

Adjournment: Meeting was adjourned at 1:45