

**Florida Atlantic University  
University Graduate Council  
Minutes  
February 16, 2011**

**Present:** Deborah Floyd, Education; Ronald Nyhan, CDSI; Ali Zilouchian, Engineering; Charles Roberts, Science; Ben Lowe, Arts & Letters; Valerie Bryan, Education; Elwood Hamlin II, CDSI; Shirley Gordon, Nursing; Nancy Poulson, Arts & Letters; William Rhodes, Engineering

**Absent:** Allen Smith, Business; Xupei Huang, Biomedical Science; Susan Folden, Nursing; George Morales, GSA; Massimo Caputi, Biomedical Science; Kim Dunn, Business; Michael Cocuzza, GSA

**Others Present:** Barry Rosson, Graduate College; Barbara Bebergal, Graduate College;

**The meeting was called to order at 1:00 p.m. by Nyhan.**

**I. Approval of Agenda for February 16, 2011 meeting.**

The agenda was unanimously approved by the council.

**II. Approval of Minutes from January 26, 2011 meeting.**

The minutes were unanimously approved pending change of one of the three members to Strategic Planning Committee from Hamlin to Rosson.

**III. New Business**

**a. Briefing on University Strategic Planning Process**

The first meeting took place and was an organizational meeting. The planning committee wants to ensure that graduate faculty issues are addressed; graduate faculty representatives on committee will come back to the council with briefings. A consulting firm has been retained to conduct interviews—to generate ideas about the university's strategic planning. By March 15<sup>th</sup> a report should be available. Rosson believes this committee is a steering committee designed to direct the creation of a strategic plan. There was discussion about the learning alliance. The strategic planning meetings will take place every two weeks.

**IV. Old Business**

**a. Results of Request to UFS for changes to UGC charter**

At the meeting of the bylaws committee of the Faculty Senate, the wording in the draft was approved and then approved by the steering committee. The amendment changes should be implemented by next fall.

**b. Due Process Policy for Academic Dismissal from a Graduate Program**

Units from the different colleges reviewed the comments about the policy and the council reviewed the comments. Nyhan will respond to them.

It was determined that the student will be notified about academic dismissal in writing.

Nyhan will ask the legal department about the dismissal policy for medical students.

The council agreed by consensus that all academic colleges should approve and use one set of university-wide due process procedures.

Rosson suggested that the language for means of notification to students be approved for section A, Part I. It should be written in accordance with university notification policy.

The council agreed to stay with the original wording (email). Floyd moved and Bryan seconded.

**V. Other Business**

**a. Probation for Graduate Students**

Rosson spoke about procedures for Graduate Student probation. They must have a 3.0 GPA to graduate. This is difficult to enforce. Graduate College (GC) certifies degrees with Plan of Study form audit. GC gives a warning (watch) list to colleges to monitor the students. Academic progression plans (APP's) are used by the professors to help students reach the necessary GPA.

**b. Electronic Plan of Study**

Certain colleges are involved in Beta testing. The form is 95% to 99% done. The system enables graduate programs to designate staff members who know exactly where the electronic forms are in the approval process. Selected students can volunteer to go on line and input their courses this semester. The system should be available to all users this August. The staff and faculty will need training at the program level. All hard copy forms that are currently in process are fine as they are. The funding for this project came from the IT grant which came from student technology fees.

The regalia was discussed. The current regalia is too expensive for students. This is now being reevaluated.

**VI. Meeting adjourned at 2:40 p.m.**