

**William Paterson University  
Faculty Senate Graduate Programs Council**

Date: October 3, 2016

Time: 2:10-3:15 p.m.

Cheng Library Paterson Room

Present: M. Hinkle, K. Louie, K. Oh, S. Sabatino (co-chair), K. Yoo.

Guest: Dr. Kate Makarec, Faculty Senate Chair

<b>AGENDA</b>	<b>DISCUSSION</b>	<b>ACTION</b>
Meeting call to order	The meeting was called to order at 2:10 pm. K. Yoo introduced K. Oh, professor in the Department of Communication, who will replace her as the Council's representative from the College of Arts and Communication.	The members welcomed K. Oh to the Council.  K. Yoo has asked the Faculty Senate Secretary, M. Chabayta, to make the change on the Faculty Senate councils' roster.
Motion to adopt agenda	Proposed by M. Hinkle and seconded by K. Yoo.	Agenda adopted.
Guest: Faculty Senate Chair, Kate Makarec	Faculty Senate Chair, Kate Makarec was present to officially charge the Council. The standing charges for AY 2016-2017 remain the same: 1. Recommend policy on course requirements for graduate degrees and the procedures for inaugurating, changing, or terminating graduate courses and programs. 2. Review and recommend new graduate programs, major changes in existing programs, and areas of expansion.  Additional charges: Complete work begun in 2015 on the "Online Integrity and Standards" and the revisions to the Academic Program Change form.	Contact the chair of the Technology Council regarding the Online Program Best Practices Checklist. Try to schedule a meeting with the chair and one or two other members.  Contact the co-chairs of the Undergraduate Council to discuss revisions to the Academic Program Change form. Try to schedule a meeting with the co-chairs and one or two other members.

	<p>The two additional charges were taken directly from the Council's annual report submitted in May, 2016. Discussion of how to proceed with these charges since they require the input of other councils. Dr. Makarec suggested that we meet with the Technology Council regarding the Online Program Best Practices Checklist.</p> <p>For the second additional charge regarding revisions to the Academic Program Change form, meet with the Undergraduate Council to discuss changes. Perhaps the chair (or co-chairs) of both councils and one additional member would be sufficient to discuss these changes. Also the meet with J. Lincoln regarding the proposed changes to this form, and possibly Nina Trelinksy in the Office of the Registrar.</p>	
Election of Chair or Co-Chairs	Item postponed until co-chair R. Kashyap was present.	S. Sabatino will serve as co-chair until an election at the next meeting.
Review of the academic program changes for the Professional Counseling Program.	<p>M. Hinkle, Dept. of Special Education and Counseling, answered questions about the proposed program changes.</p> <ul style="list-style-type: none"> <li>• Clarify that there are two concentrations in the beginning of the proposal,</li> <li>• Note that the clinical mental health program requires no credit or curriculum changes,</li> <li>• Better articulate that there is no need for new resources,</li> <li>• Note that there will be an increase in revenue due to tuition increases for students,</li> </ul>	<p>K. Louie made a motion to accept the revised changes to the Professional Counseling Program, seconded by K. Oh.</p> <p>The members unanimously agreed to approve the revised program changes.</p>

	<ul style="list-style-type: none"> <li>• Clarify that the change will be in effect for Fall 2017 for newly admitted students,</li> <li>• Provide the percentage of school counseling concentration students that currently take the additional 12 credits,</li> <li>• On table – change “figure” to “table” and highlight the additional credits to make them stand out more,</li> <li>• Specify that CSP 6510 and CSP 6540 are required of all students.</li> </ul>	
Next meeting date	S. Sabatino reported that D. Feola, Associate Dean of the College of Education, has mentioned the need for a meeting later in October to review two programs from the College of Educations. Due to a deadline imposed by the State of New Jersey, D. Feola has asked that the Council meet in October to review these programs. D. Feola will send these proposals to M. Chabayta in the Senate Office to be posted to the members.	S. Sabatino will send a Doodle poll to the members for the next meeting.  [Meeting subsequently schedule for Tuesday, October 18, 2016 at 2:00 p.m. in Valley Road 4109.]
Adjournment	Meeting adjourned at 3:15 p.m.	Motion to adjourn M. Hinkle and K. Yoo. Minutes: S. Sabatino and M. Hinkle.