

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

Date: November 14, 2016

Time: 2:14 p.m. – 3:15 p.m.

Location: Paterson Room, Cheng Library

Present: S. Sabatino (Co-Chair), R. Kashyap (co-chair), D. Feola, M. Hinkle, K. Louie, K. Oh

Guest: James Alford, Director and Assistant Professor, M.A. in Higher Education Administration Program

<b>AGENDA</b>	<b>DISCUSSION</b>	<b>ACTION</b>
Meeting call to order	Meeting called to order at 2:14 p.m. by S. Sabatino.	
Adoption of the Agenda	Agenda was adopted.	Motion: “To adopt agenda” K. Louie/K. Oh – Motion carried unanimously.
Approval of the minutes of October 18, 2016 meeting	Minutes were approved.	Motion: “To approve the minutes” S. Sabatino/K. Louie – Motion carried unanimously.
Election of Chairs	S. Sabatino reported that she would continue as co-chair. R. Kashyap reported that he would step down as co-chair. M. Hinkle agreed to serve as co-chair.	S. Sabatino and M. Hinkle were elected co-chairs.
Review of Academic Program change from College of Education: M.A. in Higher Education Administration: Leadership Studies track.	Dr. Alford summarized program revisions and answered questions. The Leadership Studies track is being reduced from 36 to 30 credits. The Council members discussed the program changes and recommended the following revisions to the program change report: <ul style="list-style-type: none"> <li>▪ Revise table to distinguish new courses from revised courses,</li> <li>▪ Identify professional association abbreviations,</li> </ul>	Motion: “To approve with revisions.” K. Louie/R. Kashyap – Motion carried unanimously.  J. Alford and D. Feola agreed to have revisions completed by end of this

	<ul style="list-style-type: none"> <li>▪ Discuss the ten competencies that the tracks are following in 30 credits,</li> <li>▪ Add a legend for competency abbreviations in the table,</li> <li>▪ Discuss information about other universities in New Jersey that do not offer the same program, and</li> <li>▪ Note the anticipated increased student enrollment in the budgetary changes.</li> </ul>	<p>week and will send the revised program change to the secretary of the Faculty Senate.</p> <p>S. Sabatino will request the program be included in next Faculty Senate agenda on November 22, 2016.</p>
Old Business	<ol style="list-style-type: none"> <li>1. Communicating with Technology Council on Best Practices in Online Programs Checklist.</li> <li>2. Academic change proposal and checklist for new programs. Council recommended meeting with the Undergraduate Program Council chairs.</li> </ol>	<p>Co-chairs will follow-up with Technology Council chair.</p> <p>Co-chairs will follow-up with Undergraduate Program Council co-chairs.</p>
Next Meeting Date	Co-chairs will arrange Doodle poll for next meeting at the start of the spring semester.	[Meeting was subsequently scheduled for December 12, 2016. Two graduate program changes were made available, and the Council was asked to expedite the review.]
Adjournment	Meeting adjourned at 3:15 p.m.	Motion: "To adjourn." K. Louie/M. Hinkle – Motion carried unanimously.
		Notes by M. Hinkle.