

College of Education Graduate Committee
Minutes
April 10, 2008

The meeting was called to order by chair Shawna Young at 2:31. Those in attendance included Dawn Poole, Advanced Studies; Whitney Donnelly, Teacher Education; and Susan Neufeld, Member at large. Absent was Erin Hall, Physical Education (Shawna has Erin's proxy).

1. The agenda was distributed and approved, with the addition of 3.4 EDGS offerings.
2. The minutes of the previous meeting were distributed, revised and approved.
3. Priority Business

3.1 Additional Graduate Tuition Waivers

Pam Burns addressed the group with information she had regarding distribution of fund monies and processing of the paperwork. COE has a flat dollar amount of \$9955, which is equivalent to 11 half-time tuition waivers at \$905 each. Shawna is going to review the process at the COE level and Pam is getting answers to some additional questions.

3.2 Call for EDGS Instructors 2009-2010

A call for faculty was sent as a joint letter for EDGS Graduate Core Faculty and EDEL courses from Steven Lee and Shawna. A cover letter addressed both programs is to be returned by April 25th, in time for discussion at our May meeting. Shawna had already received some requests, including some new faculty who would like to be involved.

3.3 MOU Revisions

The revised MOU is ready to be sent for signatures. Dawn will take it to the Chair's meeting on Monday to get many of them.

3.4 Handbook revisions

Additional revisions were made on the document. Most comments were quick edits that Whitney was able to make on the spot. Whitney will make any additional changes and have the revised document out by April 21st, so the committee can give her feedback by April 28th.

3.5 May meeting

Our next meeting date was changed to Thursday, May 1st at 2:30. We will discuss the EDGS Schedule, the final draft of the handbook and the Tuition Waiver procedure.

The meeting was adjourned at 3:32.