**Graduate Faculty Executive Committee**

**Meeting Minutes – October 30, 2017**

Members Present: Ronnie Casella; Darci Contri; Jena Curtis; Jose Feliciano; Tracy Frenyea; Rocio Gosende Suarez; Eileen Gravani; Isa Jubran; Joy Mosher; Jerry O’Callaghan; Judy Ouellette; Kevin Sheets; Carol Van Der Karr; Nance Wilson; Andy Young

Members Absent: Mark Dodds; Ingrid Jordak

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| **Topic** | **Comments** | **Action** |
| **Minutes** | With no corrections, the minutes from 10/2/2017 were approved. | **Approved** |
| **Old Business** |  |  |
| 1. GFEC By-Laws | J. Ouellette made a motion to approve the changes to the bylaws; seconded by N. Wilson. Unanimous. The bylaws will be sent to Faculty Senate for approval. | **Approved** |
| **New Business** |  |  |
| 2. New Course Proposal LIT 690 – Assessment for the Specialized Literacy Professional | The course description needs to be revised for proper catalog formatting, as well as a new revised syllabus. Pending the changes, J. Ouellette made a motion to recommend; seconded by I. Jubran. Unanimous. | **Passed** |
| 3. Alteration of an Existing Course LIT 693 – Applied Assessment and Instruction: Literacy Capstone and Practicum  | The course description needs to be revised for proper catalog formatting. The correct credit hours is 6, not 4. Pending the changes, J. O’Callaghan made a motion to recommend; seconded by R. Casella. Unanimous. | **Passed**  |
| 4. Alteration of an Existing Program Literacy Education | A. Young made a motion to recommend; seconded by R. Casella. Unanimous. The program will be submitted to SUNY and NYSED for approvals. | **Passed**  |
| 5. Program Deactivation Adolescence Education: Mathematics (7-12) MAT | J. Ouellette made a motion to recommend; seconded by N. Wilson. In favor-7; Opposed-0; Abstasin-1. | **Passed** |
| 6. PED 611 and REC 560 | These proposals should have been submitted as Level One proposals and does not need GFEC approval.  |  |
| 7. SUNY Letter of Intent process and Curriculog (for New Programs) | In an effort to expedite the approval process and to submit a letter of intent prior to the full submission to SUNY, a Letter of Intent form has been created in Curriculog. Because it is a level one proposal, it will not come to GFEC for approval, however the process will be presented to GFEC for their endorsement. The full new program proposal will go thru the full campus approval process, including GFEC. |  |
| **Meeting Adjournment** | With no further business, the meeting was adjourned at 9:45 a.m.  | **Adjourned** |

Submitted by Pam Schroeder

Approved 12/11/2017