

COE Executive Committee Meeting Minutes
October 9, 2007
8:30 a.m.- BH 368

Present: Dean Michael Holen, Dr. Judy Hughey, Dr. Gail Shroyer, Diane Murphy, Dr. Frank Spikes, Dr. Warren White, Leah McKeeman, Dr. Steve Harbstreit

- I. Call to order at 8:30 a.m. by Dr. Hughey
- II. Dr. Hughey called for a motion to approve of the EC minutes from September with the correction of Dr. Shroyer's spelling of her name. Moved by Dr. Harbstreit, and seconded by Dr. White. Motion passed.
- III. Standing Committee Reports (as needed)
 - a. Academic Affairs – Reported by Dr. Harbstreit
Dr. Harbstreit moved for the approval of course changes/additions for EDSP 728, EDSP 742, EDSP 743, EDCEP 877, EDCEP 948, EDCEP 955, EDCEP 967. Seconded by Dr. Shroyer. Motion passed. Diane Murphy moved to forward the name change for selected degrees. Seconded by Dr. Harbstreit. Motion passed.
 - b. Faculty Affairs – No Report
 - c. Student Affairs – Reported by Dr. Hughey
Dr. Shoop will chair the subcommittee to develop recommendations on student use of the Internet.
 - d. Diversity for Community – Reported by Dr. Hughey
The committee has developed a rubric for reviewing funding proposals.
- IV. Other reports
 - a. Faculty Senate – Reported by Dr. Spikes
 1. An Appendix M hearing was held. It was a sad and difficult situation. The recommendation was to uphold the dismissal. Dr. Spikes will be holding discussions with the Dean to determine College and Department policies regarding the storage of departmental documents.
 2. The five-year evaluation of Dr. Holland is in process. This may be a complex review.
 3. Faculty Senate members attended a professional development session on the new iSIS system. There appear to be technical difficulties with the system. In addition, timing questions regarding technical and academic issues were raised.
 4. Dr. Hughey shared that the Appendix G revisions are being presented to Faculty Senate.
 5. Graduate Council has proposed a graduate student grievance policy. The first reading of this policy will be presented to Faculty Senate.
 - b. Graduate Council – No Report
 - c. EGSO – Reported by Leah McKeeman
The next meeting will be on Wednesday from 4:00 p.m.–5:00 p.m. in BH

106. Dr. Hancock will be the guest speaker discussing the intricacies of completing a graduate degree within the College of Education. Please encourage all graduate students to attend.

- d. Library – No Report
- e. Education Council – No Report

V. New Business

- a. The amendment to the Policy and Procedure Handbook on voting rights to committees may need to be clarified. It now implies but does not state that each member of a standing committee is able to vote. By departmental choice the standing committees are unequal in numbers representing each department and thus the voting is unequal. Discussion surrounded how to best amend the policy. Dr. Spikes motioned to clarify the language to state that every member of a committee has a voting right. Dr. Shroyer seconded the motion. The motion passed. The motion will proceed to the Faculty Assembly for a first reading.
- b. The Policy and Procedure Handbook may also need revisions to membership on standing and subcommittees as currently defined. Regarding membership on the Executive Committee: The Director of Assessment is not included as a member on the Executive Committee. Discussion included a proposed revision to include this position as a permanent member of the Executive Committee. Membership based on departments rather than standing committees was also discussed. It was moved by Dr. White and seconded by Diane Murphy to revise the Executive Committee membership wording to include the Director of Assessment position. Motion passed. The motion will proceed to the Faculty Assembly for a first reading. Regarding the Mentoring Committee Membership: The Dean suggested a change in the Policy and Procedure Handbook wording of the section on the Mentoring Committee, a subcommittee of Faculty Affairs Committee. It was proposed to revise the requirement for the Mentoring Committee Chair. The Handbook currently states the chair must be in an administrative position. It was proposed and passed to read that the Dean will appoint the Chair of the Mentoring Committee. It was decided to encourage departments to appoint the maximum of two representatives to serve on the Executive Committee.

The meeting was adjourned at 9:45 a.m. by Dr. Hughey.