

College of Education Executive Committee Meeting
Monday, October 27, 2008

Present: Elmano Costa, Cathlin Davis, Heather Deaner, Ruth Fassinger, J. Sue Fletcher, Juan Flores, Mira Mayer, Dawn Poole (recorder, proxy for Myhre), Kathy Shipley, Nancy Jean Smith, Shawna Young

Absent: Oddmund Myhre

Meeting was called to order by Costa at 1:33 p.m.

1. Approval of the Agenda as amended (3.8 and 3.9 added)
M/S Flores/Mayer, approved

2. Review of the Minutes of September 22, 2008
M/S Fletcher/Smith, approved

3. Priority Business

3.1 Accreditation Core Committee Report--Fassinger

In Myhre's absence, Fassinger gave the report. There is a college-wide accreditation meeting planned for Feb. 13, 2009. We have received materials collected by Peggy Kelly last year in her consulting capacity. Myhre and Fassinger will have a draft of a conceptual framework in the next few weeks for comment. Chairs are charged with gathering information from department members about the current mission. Myhre has been meeting with program coordinators to ascertain what we are doing and what data we have now related to assessment. In February, we should have a solid version of the Conceptual Framework and mission so we can use the meeting time to refine both. The bulk of the day will be spent focusing on unit assessment, which is our biggest challenge. OIT is building an interactive website where we can share documents and review together. Myhre has been informing faculty about trainings. Fassinger encouraged people to attend as many events as possible. Fassinger said she and Myhre are currently working on the budget and trying to figure out how much assigned time needs to be funded; she said the Provost reaffirmed his commitment and support for accreditation.

3.2 COE Exec Goals and Strategic Planning

The discussion of goals began with a summary of what transpired at the previous meeting. The timelines determined by those assigned to the goals will dictate our priorities.

Goal 1, Accreditation (Myhre): He will to report at each Executive Committee meeting.

Goal 2, Meet Enrollment Targets: Removed from list since although it's something we need to do, it's not something we're striving toward in the same manner as the other goals.

Goal 3, Development of an MAT (Salisbury). Dr. Salisbury will be asked to report at the November 10 meeting.

Goal 4, Increase Proportion of Full-Time to Part-Time Faculty, Succeed in Faculty Searches. While it remains a goal, we will have little control over this outcome in the next year. This item should not appear as prominently on our list.

Goal 5, Instructional Materials Center (Fassinger).

Goal 6, Doctoral Culture (Lee). Dr. Lee will be asked to report at the November 10 meeting.

Goal 7, Math, Science and Special Education (Fassinger).

Goal 8, Development of Partnerships (Fassinger will be the lead). Department chairs were asked to collect information at the department level and share with Fassinger. Dr. Fassinger will be asked to report at the December 3 meeting.

Goal 9, Assigned/Release Time (Myhre, Curriculum Committee). Myhre will be asked to report at the November 10 meeting.

Goal 10, Review and develop a marketing and program development plan for satellite programs.

3.3 Process for Reviewing/Evaluating Lecturers

The new procedures were summarized. Lecturer evaluation is a departmental issue and should be referred back to departments for discussion if there are questions.

3.4 RSCA Support Procedures

At the last meeting, the chairs were charged with establishing the criteria. The criteria were then reviewed by two departments for further feedback and then distributed to faculty. Proposals were due on 10/25, and the committee is meeting this week.

3.5 Online Programs Policies

There was discussion regarding the possibility of establishing a COE-wide committee to examine online courses and policies. There was disagreement regarding the necessity of this committee. Some Exec members felt it would be helpful to have a college-wide process in place as online UEE programs/classes are initiated, as well as for ensuring compliance with accreditation criteria. Others felt online courses were the purview of the department and/or program. Teacher Education is forming a standing committee to examine online practices/courses. A representative of this committee will be invited to the December 3 meeting to facilitate broader discussion of issues related to online teaching and learning. It was generally agreed that it would be helpful to continue discussions of the issue as part of professional development related to online teaching and learning.

3.6 Ad Hoc Committees

MAT: This committee is scheduled to meet on 10/29.

Instructional Materials: Fassinger met with Carl Bengston. They are formulating a proposal to build a space into the existing library that house instructional materials for the COE. Some of the funds for this proposal could come from the Ed.D. budget. Members suggested the possibility of requesting state-adopted materials from publishing companies.

Assigned Time: Deferred until November meeting. Costa will request that Myhre send an electronic copy of the proposal to Executive Committee members.

3.7 Spring 09 General Faculty Meeting date and time

The meeting is scheduled on Friday, May 1 from 1:30-4:30 to accommodate those who teach Friday classes. The longer length provides flexibility so that accreditation issues can be addressed

3.8 Graduate Committee Chair Position

The COE Constitution indicates that a faculty member cannot be the chair of two committees in which one oversees the other. Since Young will be Speaker next year and also has one more year left of being Chair of the Graduate Committee, there will need to be a spring election to fill the Chair of the Graduate Committee position.

3.9 Website update

Fassinger will ensure that the COE webpage will have a link to committee web pages, where the agendas, minutes, and other materials will be posted for the Executive Committee, Curriculum Committee, and the Graduate Committee.

4. Reports

4.1 Graduate Committee Young. Deferred.

4.2 Curriculum Committee Myhre. Deferred.

4.3 Senate Mayer, Davis, Deaner/Hall, Flores. Deferred.

4.4 Departments Fletcher, Poole, Smith, Shipley. Deferred.

4.5 Dean

There is no news about the budget except that we are in a no growth mode and that we are anticipating further cuts in January. Planning will need to be careful to address student needs while also being cognizant of decreased funding, especially in the part-timer pool. Programs and departments will need to discuss what to do about low enrolled programs that are critical to the mission of a program. The University is looking at UEE to try to help right now as well as external grants.

M/S Davis/Young to adjourn.

Meeting adjourned at 3:01 p.m.