

**Eastern Michigan University  
COE COUNCIL MEETING  
March 24, 2004  
2 p.m.  
Porter Building, 301B**

**MINUTES OF MEETING**

**Attendance:** J. Robbins (COE); J. Berry (OAS); J. Tracy (L&C); C. Karshin (HPERD); E. Hoffman (TED); L. Rocklage (SPED); R. Martusewicz (TED); S. McCarthy (HPERD); D. Anderson (L&C); L. Lee (SPED); M. Kinney-Sedgwick (TED); M. Bretting (COE); K. Carney (SPED); J. Balowski (HPERD); D. Choudhuri (L&C); A. Starko (TED)

1. **Call to Order** - The meeting was called to order at 2:05 pm by Martha Kinney-Sedgwick, Chair pro tem.
2. **Approval of the Minutes** – The minutes of the March 10, 2004 meeting were approved as distributed.
3. **Reports of Committees**

**A. Reports from Standing Committees**

- i. **Committee on Basic Programs** – No report
- ii. **Committee on Advanced Programs** – No report

**Professional and Affiliated Programs Committee** – The COE Council voted to approve revisions to the B.S. in Nursing that include new undergraduate courses: NURS 275: Essentials of Professional Nursing Practice I; NURS 375: Essentials of Professional Nursing Practice II; and NURS 475: Essentials of Professional Nursing Practice III. Additional revisions description changes in 17 courses, a title and description change to NURS 306 and NURS 397, a credit hour and description change to NURS 220, and deletions of NURS 207, NURS 420, and NURS 460.

The Council also approved three new courses in the College of Technology; MET 312: Applied Dynamic Principles, MET 313 Applied Mechanics of Materials, and MET 314 Applied Thermodynamics and Heat Transfer. (vote 9-0-0)

- iii. **Personnel Committee** – No report
  - iv. **Planning and Finance Committee** – No report
  - v. **Reports from COE Council *ad hoc* committees:** No report
4. **Reports from other College or University Groups**

- A. Faculty Council – No report
- B. Graduate Council – No report
- C. Strategic Planning Process – No report
- D. Continuing Education Advisory Council – No report
- E. EMU Research Advisory Council – D. Choudhuri stated that the COE Human Subjects Committee will be disseminating a letter to be sent to all COE faculty regarding parameters for submitting proposals associated with undergraduate coursework.
- F. COE Resource Development Board – No report
- G. COE Student Advisory Committee - No report
- H. *Ad hoc* Diversity Committee – No report
- I. *Ad hoc* Porter Chair Advisory Committee – J. Tracy reported that Joyce Epstein will be meeting with the Committee to review the year’s activities and begin the planning process for next year. Joyce will be in residence until March 26<sup>th</sup>.
- J. *Ad hoc* COE Alumni Hall of Fame Committee – J. Robbins reported that the Hall of Fame festivities were well attended, and all of the inductees and their families were appreciative of the honor.
- K. *Ad hoc* Education Students Data Assessment Committee – D. Anderson stated that Margaret Cline met with the committee and suggested software that would be helpful with their analysis. A staff member from her office will be designated to assist the COE.
- L. Other COE Groups – No report
- M. COE Department or Offices – J. Tracy reminded the Council of the number of items that will be entering the College’s input process during the month of April. The Advanced Programs Chair has been asked to encourage attendance at the Committees first meeting in April in which many of these items will be addressed. A similar request was made to the COE Council members to make certain they are in attendance at the April 28<sup>th</sup> meeting.
- N. Porter Building Status – M. Bretting reported that the control panel on the podium in Room 217 has been damaged. J. Tracy asked if a future discussion could be had regarding the deployment of media carts to departments.
- O. NCATE/State Review Preparation – The Geography program has received approval. However, J. Robbins just received word that the Visual Arts Education program was not approved.

- P. Dean's Report – J. Robbins reported that the Associate Provost believes that the Integrated Science program meets everybody's requirement, therefore it should be sent to the state for approval.

A change in the prefix of seven courses to ECE (Early Childhood Courses) in Teacher Education has been administratively processed.

Higher Education Institutes in Southeast Michigan (and beyond) met with representatives from MDE and school district personnel from Wayne County. The State and the federal government have negotiated the following:

- Generic teaching certificates are all that are needed to teach physics at the high school level
- Individuals who obtain a Social Studies endorsement are qualified to teach in all four fields in high schools.
- Passing the elementary certification exam will enable an individual to teach one of the following subjects (i.e., math/language arts/ science, etc.) to high school Special Education students.

EMU budget processes – Internal planning is difficult to accomplish because final figures are not yet available at the State level

Personnel action in depts/college – Special Education has successfully hired 6 faculty members, Educational Psychology was given the green light to continue their search, Early Childhood's position was postponed for one year, HPERD hired a candidate for the Biomechanics position, and Educational Leadership's search was officially cancelled.

Dean Robbins contacted officials from Western Michigan and Central Michigan Universities regarding a teleconference to discuss the proposed governance structure for professional education faculty. A day and time is being discussed.

## 5. **Old Business** –

- A. The Council would like each department to submit a letter outlining their concerns with the General Education reform proposal, particularly as they relate to accreditation and content requirements. The letters should be submitted to the Council prior to the May 12<sup>th</sup> meeting. The Council will then draft a cover letter. The material will be sent to the Faculty Council.
- B. The Council asked Dean Robbins to provide charts and other visuals that depict the proposed governance structure for professional education faculty, NCATE requirements, and the information regarding the input system from the AAUP contract.

6. **New Business** – None

7. **Adjournment** - The meeting was adjourned at 3:30 p.m.

**Next Meeting: Wednesday, April 14, 2004, 2 pm, 301B/C Porter**

Minutes Submitted by: Christine Karshin, Ph.D.  
Secretary, COE Council