

**Eastern Michigan University
COE COUNCIL MEETING**

April 14, 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); L. Lee (SPED); M. Kinney-Sedgwick (TED); M. Bretting (COE); K. Carney (SPED); D. Choudhuri (L&C); A. Starko (TED); N. Malone (TED)

1. **Call to Order** - The meeting was called to order at 2:07 pm by Martha Kinney-Sedgwick, Chair pro tem.
2. **Approval of the Minutes** – The minutes of the March 24, 2004 meeting were approved as distributed.
3. **Election of Two Representatives to the Continuing Education Advisory Council** – The department heads were asked to submit a name for nomination to this Council to Dean Robbins by April 23rd. The names will be distributed for an electronic vote by COE Council members. The goal is to have one representative from each of the three departments serve on the C.E. Advisory Council.
4. **Reports of Committees**

A. Reports from Standing Committees

- i. **Committee on Basic Programs** – No report
- ii. **Committee on Advanced Programs** –
 1. The COE Council voted to approve the proposed graduate certificate in Teaching of Writing (vote 9-0-0) along with the suggestion to consider each of the following:
 - a. A planned program for professional certification requires 3 additional credit hours
 - b. How could these courses be embedded into a larger program (i.e., Master's Degree)?
 2. The COE Council voted to approve the proposed graduate certificate in Japanese Language Teaching (vote 9-0-0) along with the suggestion to consider each of the following:

- a. A planned program for professional certification requires 3 additional credit hours
 - b. How could these courses be embedded into a larger program (i.e., Master's Degree)?
3. The Council voted to approve changes in the M.A. in Learning Disabilities program (vote 9-0-0). This is once again becoming a high-need area. Therefore, two tracks have been created. Track A is for students who have earned a first endorsement in Special Education. Track B is for students who have no training or certification in Special Education. Both tracks will take the same core courses, however, students in track B will also take 11 hours of deficiencies.
 4. The Council voted to approve a change in credit hours from 2 to 3 for both EDPS 677 and EDPS 687 (vote 9-0-0).

iii. **Professional and Affiliated Programs Committee –**

1. The Council voted to approve the following modifications and new courses in Dance (vote: 9-0-0):
 - a. New course DANC 120 Dance Workshop I (1 credit)
 - b. New course DANC 122 Dance Workshop II (2 credits)
 - c. Change in course number of DANC 350 Dance History to DANC 250
 - d. New course DANC 480 Senior Project (1 credit)
 - e. Revision of Dance minor by reducing the number of hours from 28-30 to 25; replace two levels of Modern Dance Technique with DANC 211; replace two levels of Classical Ballet Technique with DANC 209; replace two levels of Jazz with DANC 354; reduce DANC 450 from 4 to 3 hours; and reduce DANC 107 from 3 to 2 hours.
2. The Council voted to approve the new course CTAC 600 Communication Inquiry (3) (vote 9-0-0).
3. The Council voted to approve the following revisions to the Classical Studies minor (vote: 9-0-0):
 - a. FA 340 History of Classical Art
 - b. HIST 323 Greek History
 - c. HIST 324 Roman History
 - d. PHIL 230 History of Philosophy: Ancient

- e. Choose one of Group A, Group B, or Group C
 - i. Group A: GREK 101-102
 - ii. Group B: LATN 101-102; LATN 201-202
 - iii. Group C: 12 hours from 11 specified courses in classics, history, linguistics, literature, etc.
 - f. New course LATN 210: Intermediate Latin I (3 credits)
 - g. New course LATN 202: Intermediate Latin II (3 credits)
 - h. New course GREK 201: Intermediate Ancient Greek I (3 credits)
 - i. New course GREK 202: Intermediate Ancient Greek II (3 credits)
 - j. Change LATN 121 to LATN 101; change hours from 5 to 3
 - k. Change LATN 122 to LATN 102; change hours from 5 to 3
 - l. Change GREK 121 to GREK 101; change hours from 5 to 3
 - m. Change GREK 122 to GREK 102; change hours from 5 to 3
 - n. Change CLAS 310 from Mythology to Classical Mythology; change description to read “An examination of classical Greek and Roman mythology, chiefly through the study of literature and artistic works. The influence of classical mythology in later literature will also be considered.”
4. The Council voted to approve the following changes in the M.S. in Computer Aided Engineering (vote 9-0-0):
- a. Create a non-thesis option
 - b. Add 7 courses to the core courses
 - c. Create the following new courses:
 - i. CAE 503 Advanced CNC and Robotics
 - ii. CAE 527 Engineering Software Development
 - iii. CAE 537 Advanced Mechanics of Materials
 - iv. CAE 545 Engineering Simulation
 - v. CAE 567 Plastics Materials and Processes

- vi. CAE 575 Advanced Engineering Dynamics
- vii. CAE 625 Plastics Mold Design and Manufacturing
- iv. **Personnel Committee** – No report
- v. **Planning and Finance Committee** – No report
- vi. **Reports from COE Council *ad hoc* committees:** No report

5. 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 – No report
- F. COE Resource Development Board – No report
- G. COE Student Advisory Committee - No report
- H. *Ad hoc* Diversity Committee – D. Choudhuri distributed a proposal to make the current *Ad hoc* Diversity Committee a COE standing committee. Questions arose concerning the lack of a formal structure regarding membership. The committee will work to answer these questions and resubmit the proposal at the May meeting.
- I. *Ad hoc* Porter Chair Advisory Committee – No report
- J. *Ad hoc* COE Alumni Hall of Fame Committee – No report
- K. *Ad hoc* Education Students Data Assessment Committee – N. Maylone stated that a set of data points to collect from students have been developed. They were submitted to ICT a month ago to determine if they are feasible. The committee has yet to hear from ICT representatives.
- L. Other COE Groups – No report
- M. COE Department or Offices – No report
- N. Porter Building Status – M. Bretting reported that chair rails will be installed in classrooms on the 2nd and 3rd floors where damage has been done to the walls.
- O. NCATE/State Review Preparation – J. Robbins reported that an email regarding re-accreditation has been received. The MDE has approved the program in Biology.

P. Dean's Report – J. Robbins reported that the University is still waiting to get final figures from the State regarding next year's budget cuts. It is also waiting for the Board of Regents to take action on next year's tuition and fees. The Provost's committees are still working to reduce costs. The budget and hiring committee is recommending a minimum of 55 faculty searches for next year (47 of those positions must be offered due to the retirement buy out).

The two-way video conference with CMU and WMU regarding the re-governance structure will take place on May 12th. Both CMU and WMU requested that the video conference be done separately.

6. **Old Business** – The Council voted to re-affirm its position of January 27, 1999, in which steps were taken to remove Sociology from the approved list of majors (vote: 9-0-0). Steps will now be made to make the appropriate changes to the catalog.
7. **New Business** – Dean Robbins presented flow charts depicting the current governance structure, and the proposed structure. Additional discussions on this matter will be had following the video conference with CMU and WMU.
8. **Adjournment** - The meeting was adjourned at 4:08 p.m.

Next Meeting: Wednesday, May 12, 2004, 2 pm

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