

**Eastern Michigan University
COE COUNCIL MEETING
October 22, 2003
2 p.m.
Porter Building, 301B**

MINUTES OF MEETING

Attendance: J. Robbins (COE); J. Berry (OAS); J. Tracy (L&C); C. Karshin (HPERD); L. Lee (SPED); L. Stevens (SPED); E. Hoffman (TED); A. Starko (TED); I. Haslam (HPERD); D. Anderson (L&C); L. Rocklage (SPED); K. Carney (SPED); N. Maylone (TED); E. Pedersen (HPERD); D. Choudhuri (L&C); Michael Bretting (COE); Skip Lawver (COT)

1. **Call to Order** - The meeting was called to order at 2:04 pm by E. Hoffman, acting Chair pro tem.
2. **Approval of the Minutes** – The minutes of the October 8, 2003 meeting were approved as distributed.
3. Skip Lawver from the College of Technology spoke to the Council regarding two courses (INDT 446 and INDT 523: Intervention Strategies for School Violence) that were not approved during the October 8th meeting. A detailed description of the courses, as well as rationale for their need was given. These courses encompass a number of issues related to school violence (technical and natural occurrences, bullying, school shootings, threat of terrorism, etc.). Students who take this course will be better able to analyze a school's evaluation procedure and be able to respond if a violent event should occur.

Various concerns were raised by Council members: (1) The model used to guide the course does not apply to the needs of students who have been diagnosed with a disability. (2) It was not clear what the teacher's role would be if events of violence should occur. The response to these concerns was that teachers can take a more pro-active approach to make students and school personnel safe by working cooperatively with local emergency response services.

The recommendation of the Council was to talk to faculty members responsible for the new Masters program in Sociology that deals specifically with school violence.

4. **Reports of Committees**

A. Reports from Standing Committees

- i. **Committee on Basic Programs** –
 - a. A recommendation to revise the program for teachers in Japanese Language and Culture was tabled until information is obtained regarding its compliance with state standards.
 - b. A recommendation to revise the secondary "general science" major to an "Integrated Science (DI)" program was tabled until additional information

can be obtained. The main concerns of the Council are the length of the program, and whether or not the sequence of courses is in compliance with state standards.

- c. The Council approved the course ASTR 311: Astronomy Projects for Elementary Teachers, and PHY 312: Electricity Experiments for Elementary Teachers. (vote: 9-0-0)

ii. **Committee on Advanced Programs** – No report

iii. **Professional and Affiliated Programs Committee**

- a. The COE Council approved the proposed M.S. in Bioinformatics and a graduate certificate in Bioinformatics. (vote 9-0-0)
- b. The COE Council approved proposed revisions to the minor in Children’s Literature. (vote 9-0-0)
- c. The COE Council approved the new course MGT 457 The Merlanti Seminar (vote 9-0-0). Comment: A concern arose with respect to the title of the course and a possible trademark infringement.
- d. The COE Council approved a new course INDT 505 Patents and Patenting. (vote 9-0-0)
- e. The COE Council approved two new graduate courses CTAC 512: Conflict Resolution Skills for Professionals (vote 8-0-1) and CTAR 529: Producing Theatre for Young Audiences (vote 9-0-0)

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 – L. Lee reported that faculty will need to be updated on the guidelines regarding the presentation of copyrighted materials in our classes. E. Hoffman reported that Sally McCracken has initiated discussions among college council chairs so that they may work more closely together.

B. Graduate Council – E. Hoffman reported the following:

- New GA positions have been made available (applications are available).
- Money is available for marketing new graduate programs.

- A large number of course schedule books will not be printed due to budget concerns. Students will access the information on-line.
 - New paper/pencil faculty evaluations will be put into place this semester. Every faculty member will have to supply their questions on a separate piece of paper. Each department must agree on the questions to be asked.
- C. Continuing Education Advisory Council – No report
- D. EMU Research Advisory Council - No report
- E. COE Program and Policy Advisory Board - No report
- F. COE Resource Development Board – No report
- G. COE Human Subjects/Research Advisory Committee - No report
- H. COE Student Advisory Committee - No report
- I. *Ad hoc* Technology Advisory Committee - No report
- J. *Ad hoc* Building Appearance Committee - No report
- K. *Ad hoc* Diversity Committee – J. Berry reported that the committee will meet on Friday, October 31st at 9:00. L. Lee reminded the Council about the “There Are No Egg Rolls in China” event scheduled for October 30th.
- L. *Ad hoc* Porter Chair Advisory Committee – J. Tracy reminded the Council of Joyce Epstein’s itinerary during her first official EMU visit and invited everyone to attend and to encourage their students to attend as well. Dr. Epstein’s itinerary is as follows:
- Open dialogue with EMU College of Education students, Wednesday, October 22 (3:30-4:40)
 - EMU Teacher and Special Education Faculty Forum, Thursday, October 23 (2:00-4:00)
 - Public lecture, book signing, and reception, Thursday, October 23 (7:00)
 - Keynote Address and Discussion at Best Practices 2003 Conference, Friday, October 24th.
- M. *Ad hoc* COE Alumni Hall of Fame Committee – J. Robbins reported that nominations are being solicited. Previous nominees do not have to be re-nominated for consideration.
- N. *Ad hoc* Assessment Advisory Committee – N. Maylone reported that the 2nd Annual College Collaboration Breakfast for teacher preparation faculty was received very well. The new name of the committee is Education Students Data Assessment Committee (ESDAC)

- O. Other COE Groups – No report
 - P. COE Department or Offices – A. Starko spoke of the visitors to the COE from the Ukraine. It was also reported that representatives from Life Tech will be presenting information on technology used to create student portfolios and collect and disseminate needs assessment data on November 7th.
 - Q. Porter Building Status – M. Bretting reported that bicycle racks have been erected outside of the Porter Building entrances. The university painter will also be returning to the building to take care of trouble spots.
 - R. NCATE/State Review Preparation – J. Robbins encouraged Council members to familiarize themselves with Standards 3 and 4. The last exhibit is near completion and all exhibits should be updated in time for the November visit. The Council will meet with the NCATE team on Monday, November 17th (2:00-2:45). Members should contact Alane Starko if they are able to attend.
 - S. Dean's Report – J. Robbins distributed a handout identifying programs that have substantial problems in relation to their MTTC pass rates, eligibility for SPA approval, and State approval. These problems will likely be a discussion point during the NCATE/COE Council meeting. The problems stem from poor record keeping, and weak curricula. In order to be duly informed, the Council asked Dean Robbins to request an update from each affected department on their progress to better comply with state and national standards.
- 5. **Old Business** – None
 - 6. **New Business** – None
 - 7. **Adjournment** - The meeting was adjourned at 4:12 p.m.

Next Meeting: Wednesday, November 12, 2003, 2 pm, 301B/C Porter

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