

**Eastern Michigan University
COE COUNCIL MEETING
November 12, 2003
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); A. Starko (TED); L. Rocklage (SPED); N. Maylone (TED); D. Choudhuri (L&C); Michael Bretting (COE); R. Martusewicz (TED); M. Bretting (COE); J. Balowski (HPERD); M. Beebe (SPED); S. McCarthy (HPERD); B. Wylo (COAS)

1. **Call to Order** - The meeting was called to order at 2:10 pm by E. Hoffman, acting Chair pro tem.
2. **Approval of the Minutes** – The minutes of the October 22, 2003 meeting were approved as distributed.
3. Bonnie Wylo, from the Physics and Astronomy Department, addressed concerns regarding the recommended revision to the General Science major for secondary teacher certification to an “Integrated Science” major. A copy of the proposal, a credit hour breakdown, and a matrix indicating how the newly proposed program meets state standards were distributed to Council members. B. Wylo addressed concerns about the number of credit hours, and the challenge to create a “comprehensive” group major.

Concerns arose regarding the lack of 300 level courses. However, the COE Council voted to approve the motion to accept the proposed changes to the General Science major.
(vote: 5-yes, 2-no, 2-abstained)

4. J. Berry provided an overview of the Exhibits and Assessment System Implementation Plan. The NCATE process will be more outcome driven during the next 7 years, therefore it is imperative that we become more accountable with data. With the help of faculty members from the Teacher Education Department, assessment devices have been identified for each of the 21 benchmarks. The process is more complicated for advanced programs. These programs do not have a common assessment procedure. This will likely be a topic of discussion in the future. The Education Students Data Assessment Committee believes that our assessment system has advanced to the mid-way point.

5. **Reports of Committees**

A. Reports from Standing Committees

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

iii. Professional and Affiliated Programs Committee

- a. The COE Council approved the proposed new course MATH 205 Mathematical Structures for Computer Science. (vote 7-0-0)
- b. The COE Council approved the revision to the minor in Aviation Flight Technology that would change the emphasis from commercial pilot license to private instrument rated pilot license. (vote 7-0-0)

iv. **Personnel Committee** – No report

v. **Planning and Finance Committee** – No report

vi. **Reports** from COE Council *ad hoc* committees: No report

6. Reports from other College or University Groups

A. Faculty Council – No report

A. Graduate Council – No report

B. Continuing Education Advisory Council – No report

C. EMU Research Advisory Council - No report

D. COE Program and Policy Advisory Board - No report

E. COE Resource Development Board – No report

F. COE Human Subjects/Research Advisory Committee - No report

G. COE Student Advisory Committee - No report

H. *Ad hoc* Technology Advisory Committee - No report

I. *Ad hoc* Building Appearance Committee - No report

J. *Ad hoc* Diversity Committee – J. Berry announced that a meeting is scheduled for November 21st at 9:00.

K. *Ad hoc* Porter Chair Advisory Committee – No report

L. *Ad hoc* COE Alumni Hall of Fame Committee – J. Robbins reported that the deadline for nominations is December 5th. Faculty members are needed to help serve on the committee. J. Tracy suggested the use of an already existing committee. It was determined that the Personnel Committee would be the most logical choice.

M. *Ad hoc* Assessment Advisory Committee – N. Maylone reported that the 2nd Annual College Collaboration Breakfast for teacher preparation faculty was received very well.

- N. Other COE Groups – No report
- O. COE Department or Offices – No report
- P. Porter Building Status – J. Robbins reported that the interior doors to the building have been fixed, and touch-up painting around the building has been completed.
- Q. NCATE/State Review Preparation – J. Robbins encouraged Council members familiarize themselves with Standards 5 & 6 on the COE/NCATE site <http://www.emich.edu/coe/NCATE2003/Docs/part1/toc.html>. The Council will meet with the NCATE team on Monday, November 17th (2:00-2:45) in 301 B/C. Members should contact Alane Starko if they are able to attend.
- R. 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. This handout also outlined issues such as the effect on students, as well as the effect on public relations. The COE has attempted to assist these programs, however, these attempts have been met with much resistance. The Council suggested that J. Robbins meet with the Dean of COAS and representatives from these programs to reinforce the idea that state and national accreditation should be a campus-wide responsibility. However, the COE will continue to provide assistance when needed.
- 7. **Old Business** – The COE Council voted to approve the recommended revision to the program for teachers in Japanese Language and Culture. (vote 7-0-0)
- 8. **New Business** – The proposed motion regarding the procedure of submitting new program proposals and program revisions to the COE Council was tabled until the next meeting.
- 9. **Adjournment** - The meeting was adjourned at 4:03 p.m.

Next Meeting: Wednesday, December 10, 2003, 2 pm, 301B/C Porter

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