

**Eastern Michigan University
COE COUNCIL MEETING**

December 10, 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); R. Martusewicz (TED); S. McCarthy (HPERD); E. Pedersen (HPERD); K. Carney (SPED); L. Stevens (SPED); D. Anderson (L&C); I. Haslam (HPERD); L. Lee (SPED)

1. **Call to Order** - The meeting was called to order at 2:07 pm by E. Hoffman, acting Chair pro tem.
2. **Approval of the Minutes** – The minutes of the November 12, 2003 meeting were approved as distributed.
3. **Reports of Committees**

A. Reports from Standing Committees

i. **Committee on Basic Programs** –

- a. The COE Council approved the change in the course description for BIOL 303 Life Science for Elementary Teachers. (vote 11-0-0)
- b. The COE Council approved the deletion of SPSI 336 Physiological Phonetics: Anatomy and Physiology and SPSI 332 Acoustic Phonetics: Speech Science from the Hearing Impairment program only. (vote 11-0-0)

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

iii. **Professional and Affiliated Programs Committee**

- a. The COE Council approved the new course INDT 263 Aircraft Systems. (11-0-0)
- b. The COE Council approved the use of SPMD 430 Electrocardiography for graduate credit. (vote 11-0-0)
- c. The COE Council approved 11 new graduate courses for Ph.D. in Technology. (vote 11-0-0) There was some concern about the potential overlap of the three research design courses with existing courses across campus. This overlap may cause a problem filling each of the courses, as well as finding instructors to teach them. The new courses include:

1. COTD 600 Introduction to the Interdisciplinary Study of Technology
2. COTD 601 Technology Trends and Issues
3. COTD 602 Planning for Technological Change
4. COTD 605 Technology Design, Development and Transfer
5. COTD 610 Introductory Research Design and Applied Statistics in Technology
6. COTD 611 Advanced Research Design and Applied Statistics in Technology
7. COTD 612 Qualitative Research Design and Applied Statistics in Technology
8. COTD 615 Implementing and Managing Technological Change
9. COTD 704 Legal and Policy Aspects of New Technologies
10. COTD 780 Technology Impact Assessment
11. COTD 895 Dissertation Research and Design

- iv. **Personnel Committee** – No report
- v. **Planning and Finance Committee** – No report
- vi. **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. Continuing Education Advisory Council – E. Hoffman reported that Continuing Education is beginning to offer dual enrollment programs with local high schools. These courses will be offered on site by EMU faculty. If the high school doesn't provide the course, that school district will pay for the EMU course.

Non-academic programs (divisions, Continuing Ed. Library, etc.) will also be required to undergo program review.

- 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 announced that a meeting is scheduled for December 11th at 8:15 A.M. As a result of NCATE feedback, the committee will work to identify a focused mission, including goals and objectives for the next few years.
- L. *Ad hoc* Porter Chair Advisory Committee – J. Tracy stated that Joyce Epstein has been thoroughly impressed by the quality of the COE faculty that she has met with during her first two visits. She has met with faculty from Teacher Ed., Special Ed. and HPERD.
- M. *Ad hoc* COE Alumni Hall of Fame Committee – J. Robbins reported that the deadline for nominations has passed (Dec. 5th). The committee met on December 10th to consider a pool of 60 candidates. Twenty were identified for further consideration. The committee hopes to have the list narrowed to five before the Holiday recess.
- N. *Ad hoc* Assessment Advisory Committee – J. Berry and J. Robbins met with the Provost to discuss resources needed to address the assessment strategy for the COE. The goal is to create a web-based student portfolio and an administrative system that would be used to gather and disseminate data. The Provost indicated that a university-wide system would be considered. NCATE has specified the need for an operating system to be functioning by the end of 2004.
- O. Other COE Groups – No report
- P. COE Department or Offices – Teacher Education is continuing its work on a new doctoral program in Curriculum and Instruction.

The following is a number of faculty members from each department who will be taking advantage of the Retirement Enhancement Program:

- 8 – Special Education
- 3 – Teacher Education
- 1 – Leadership and Counseling
- 3 - HPERD

- Q. Porter Building Status – No report

- R. NCATE/State Review Preparation – J. Robbins reported that although an oral report was given at the end of the NCATE visit, the unofficial written report has not been received. The unofficial report will give the College an opportunity to correct errors of fact. At this point in time, Dean Robbins stated that he is inclined to submit a rejoinder regarding the comments made by the NCATE team regarding diversity. However, he will wait to review the written comments by the NCATE team before a final decision is made.

J. Tracy thanked Dean Robbins on behalf of all COE faculty and staff for his tireless effort during the NCATE process.

S. Dean's Report –

- i. J. Robbins chose not to approve the revisions to the secondary Integrated Science” program.
 - ii. J. Robbins distributed a handout identifying programs that have substantial problems in relation to their MTTC pass rates, as well as their eligibility for State approval. J. Robbins and J. Berry had a detailed discussion with the Deans from the College of Arts and Sciences about the programs within their College that are having problems.
 - iii. J. Robbins will meet with the Provost on December 11th to find about budget cuts for the remainder of the academic year, as well as for next year.
5. **Old Business** – None
6. **New Business** – The proposed motion regarding the procedure of submitting new program proposals and program revisions to the COE Council was approved. (vote 11-0-0). E. Hoffman distributed a draft copy of the General Education reform document and urged members to read it prior to the next meeting.
7. **Adjournment** - The meeting was adjourned at 3:50 p.m.

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

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