

College Council Minutes
September 5, 2003

Members Present: Guda Gayle-Evans, Deanna Michael, Terry Rose, Jennifer Khattabi (for Steve Lang), Bonnie Braun, Barbara Frye. **Ex Officio Members Present:** Vivian Fueyo, Robert Egley, Justine Schultz

Chair Guda Gayle-Evans called meeting to order at 10 AM. Minutes from previous meeting were approved as written.

Election of Council Officers: Terry Rose volunteered to be Vice-Chair/Secretary for the coming year and will move on to chair the council for the next academic year, 2004-2005. He was elected by acclamation. Terry requested help with the minutes of the meetings. Bonnie Braun volunteered to assist in this matter.

College Council Meetings: Discussion was held regarding scheduled times of council meetings for the upcoming semester. Since it appeared that there were many conflicts with the Friday time, the first Wednesday of each month at 10 AM was selected. The next regularly scheduled meeting will be held on October 1, 2003 in the COE conference room.

Dean's Report: Dean Fueyo reported on several deadlines that are approaching. These included the following: COE Constitution draft due to Gary Olson by October 1, 2003

Faculty vita due October 1

Electronic submission of course syllabi to J. Walker – Oct. 1

Tenure & Promotion guidelines – Oct 1

By the end of the semester Dean Fueyo would like to have completed a strategic plan for the college. In order to accomplish this task as well as facilitate communication with faculty, Dean Fueyo is establishing an Administrative Council. She requested that program areas elect a representative to this council by Friday September 12, 2003. Discussion was held by the membership of the council regarding how the various program areas would be aligned for representation. Dean Fueyo decided on the following: Special Ed and Secondary Education, Elementary Education, Literacy, Education Leadership, Social & Psych Foundations/Measurement/ESOL.

Committee Membership: With the new academic year, the following committees needed new members: 3 for Curriculum & Program and 3 for Annual Review. Guda Gayle-Evans provided the council with a list of faculty who had volunteered for these committees. After some discussion for the following elections were made:

Curriculum & Program: Bonnie Braun, Steve Ritch, Cynthia Leung

Annual Review: Larry Johnson, Barbara Frye, Brett Jones

Tenure & Promotion: Joyce Nutta will replace Barbara Frye on this committee

In order to allow for more lengthy discussions on the COE Constitution and Tenure & Promotion procedures and guidelines, the rest of the agenda was tabled and a special council meeting was scheduled for Friday September 19, 2003.