

College Council Meeting Minutes
May 6, 2009

Members present: Drs. Castillo, Hernandez, Oh, Ostorga, Shen, Watt

Member absent: Dr. Roberts

- I. Approval of March's minutes.
- II. Web site update – Alcione Ostorga displayed the new website after meeting with Andy to improve the site. Font changes still need to be made. Agendas will be posted on the website a week prior to the council meetings by the chair. Meeting minutes will be posted, once approved, by the secretary.
- III. Preparation for the elections of the College Council members for next academic year:
 - a. Bylaws amendment will be posted a week prior to the August 27th COE meeting.
 - b. One at-large member will be voted upon.
- IV. Business Affairs Faculty Committee nominee – Yvonne Castillo was unanimously voted upon to serve.
- V. Deans Report:
 - a. The dean discussed the Scheduling Task Force Report and asked Dr. Watt to present the report to the executive committee on June 4. He made the following recommendations:
 - 1) A uniform summer schedule for COE GRADUATE courses will be proposed to the Provost. This schedule will be similar to the current Ed. Leadership schedule: 4 weeks for Summer I and 4 weeks for Summer II. The undergraduate schedule needs further examination due to the nature of the C & I coursework requirements.
 - 2) A timeline for the scheduling process is recommended as stated in the Scheduling Task Force Report. The dean suggested that perhaps Dr. Brickman present to the other chairs the benefits of "plans of study" software. This may or may not be relevant to all departments.
 - 3) Relative to class size, the dean shared results of the Delaware Study which showed SCH production per tenured/tenure-track FTEs. Because of the outcomes of this study, a uniform class size should not be recommended for all classes. The dean suggested that each department has a discussion on class size – and that each department examine which courses could have a higher class load than others. For example, didactic courses would lend themselves to a higher enrollment than field-based courses. Blended and online courses should also be considered in the departmental discussions.
 - b. The dean mentioned the hooding ceremonies and suggested that Ed. Leadership consider joining the other departments (next time) for the hooding ceremonies. Special recognitions are made for parents at these ceremonies.
 - c. The dean, associate deans and chairs will be evaluated in the fall.

- d. On Monday May 11 and Tuesday May 12 Board of Regents representatives and the presidential search committee will be meeting in the Dean's conference room for faculty to visit and give input on what they want I a new president.
- VI. Yvonne Castillo moves to adjourn the meeting; Karen Watt seconded the motion.