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College Council Meeting Minutes

College of Education (COE)

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12-7-2012

## College of Education Council Meeting : 2012 : 12 : 07

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**College Council Meeting Minutes  
December 7, 2012 9:30AM-11:30AM**

Dr. Kim Stoddard opened the meeting at 10:00AM

I. Recognition of Members and Alternates

Present: Ms. Angelica Foley, taker of meeting minutes

Members: Dr. Bonnie Braun, Dr. Gayle Guda-Evans, Dr. George Roy, Dr. Kim Stoddard, Dr. Larry Johnson

II. Recognition of Guest

Guest: Dean Bill Heller

III. Approval of Agenda

Dr Stoddard called for an approval or additions to the Agenda. An addition was made, and a motion was made to approve, second, and passed

Addition: Under Grad Council

IV. Review College Council Minutes

Dr. Stoddard called for a review of the previous College Council Minutes. A motion was made to approve, second, and passed.

V. Report from the Dean

Dean Heller acknowledged our previous Staff Assistants retirement, Ms. Jimmie Day. We are advertising for position and removing from visiting line to full time staff position.

Dean Heller thanked everyone for first meeting with Fairmont Partnership. They were forty faculties from Fairmont in attendance. Good and distilled ideas were discussed and meeting was extremely upbeat, now we all need to follow through and see what we can do with this partnership.

Dr. Judithanne Scourfield McLauchlan, Associate Director of the Bishop Center brought eight visitors from around the world to Fairmont Park where they met with the Kindergarten class. This is the first example of the partnership at work. Fairmont teachers got to talk and meet with the 8 panel of visitors from Africa, Asia and New Foundland.

Eleven of our faculty members attended Fairmont Partnership meeting. Dr. Braun and Dr. Gayle-Evans sat with Early Childhood teachers; Dr. Stoddard greeted and spoke with ESE department, where some teachers were USFSP COE students. Dean Heller expresses, we have a lot of work and Fairmont has a lot on their plate. Entire meeting was positive—hopeful of new partnership.

Dean Heller suggests discussions with Fairmont faculty, that USFSP COE supports their higher education. Moreover, discussions continue will faculty stay at Fairmont where the problem continues with turn over? Dean Heller and Dr. Braun express the need for continuity in these students' lives.

Dean Heller suggest that all extra service time be used with Fairmont Park, ie..service hours from faculty and students; ie..Independent study, mentoring, internship, and/or field experience.

Dr. Stoddard suggests the need for a Fairmont Park Committee group, where the suggestion has been made to involve whole university. The involvement of entire university could help with the need for mentors. Dr. Stoddard suggests making recommendation to Fred Bennett.

Another topic of discussion is the follow up of Tenure and Promotion Committee which letters and individuals responses have been met. Dean Heller will write his recommendations.

Dean Heller also informed committee that Interim Chancellor William Hogarth would like to come and visit our faculty at the faculty meeting in January.

Dean Heller reports, the CDN is phasing out; discussion brought to College Council on having a commercial program or coming up with our own model? This needs to be brought up to the faculty as a whole. Tampa is using Chalk and Wire which cannot be customized and very expensive. Dean Heller expresses that all decisions about implementation of model needs to come from College as a whole; he does not want one person taking the fall on the program. Also, Dean Heller reports the COE Exit Reports Survey- that we have the worst record and complaints solely directed to CDN.

Dean Heller reports the need that finals need to be given out on the week of Finals. This is University Policy.

Dean Heller reports the follow up on class times. Dr. Noonan stated in a letter to faculty that Graduate evening classes can start after 5:00PM. However, in conversation between registrars and Dr. Noonan, it has been approved that our courses have to start at either 5:00 or 6:00.

Dean Heller concluded at 11:29AM.

#### VI. Old Business

College Council questions class schedule times. It is in agreement that our college does not follow traditional schedule. We have older nontraditional students in our graduate programs. It was in agreement to bring to Faculty Senate meeting for discussion.

#### VII. New Business:

A. Course/Program Schedule Development: Dr. Stoddard discusses the challenges we are having with changes to the course schedule. The changes between programs are conflicting and effecting students. Ideas are talked among the committee on how we can make schedule changes without conflicts between other programs. It was agreed that Ms. Foley will implement electronic database with color coding of all programs and courses. This will be underway by Summer 2013.

B. College Council Meeting January 11, 9:30-11:00

C. Committee Reports:

Undergraduate Council- Early Childhood Studies Certificate is approved.

PHCC Evaluation- Committee reports that advisor should not be handling/proctoring evaluations. This issue was addressed and still a problem. Ms. Foley reminded committee that all evaluations will be online starting Spring 2013 so this problem will no longer occur.

D. Announcements:

Ms. Foley announces the disposition request has been approved and the disposal process of records will resume come the New Year. The beginning stages of emails have went out on numerous occasions in December that all evaluations will be shredded. The college only needs to keep record of evaluations 1 semester after submitted. However, we do have electronic copies of the evaluations.

#### Motion to adjourn:

Next Meeting is January 11, 2013 9:30-12:00 in COE Conference Room