Meeting called to order at 9:00.

Approval of Minutes of the previous meeting (December 8, 2014):
• No edits required. Motion to approve the minutes. Seconded to approve minutes. No discussion. Approved unanimously.

Report from Council Chairperson
A. Council Chair received a request from administration to prioritize the updating and approving the doctoral handbook for spring semester. I would greatly appreciate a nudge forward from the College Council to make this happen.

The Graduate College has requested updated information from JHCOE, so faculty must make decisions early in the semester. Perhaps the document can be separated into sections to allow faculty to vote on contentious elements like the
• Qualifying Exam
• Major Exam
• Required core classes

It is also important to determine what are College parameters vs. program parameters.

B. From AAC regarding Honor’s Subcommittee:

AAC discussed in their latest meeting the charge for the Honor's subcommittee and agreed upon the following 4 activities:
1. Materials for JHCOE honors students prior to moving to JHCOE professional education level classes (i.e. during honors students first years at UT to inform them about what to expect once in the College of Education).
2. A handbook of policies and guidelines for honors students within JHCOE. AAC members thought that the handbook needs a subsection that describes guiding principles for faculty who are working with honors students (e.g., description and guidelines for the drafting of an honors learning contract, how alternative assignments versus additional assignments are preferable, and examples of high quality honors contracts).
3. Written clarification for faculty and students about the interface of the Honors College and the JHCOE Honors program (e.g., What can a student expect once they move to the JHCOE honors program). This might be part of the handbook.
4. Short and long terms plans for disseminating information to faculty regarding the honors program as well as for supporting faculty to work with honors students.
C. Note: The College Council meeting that was originally scheduled during spring break has been canceled. A College Council meeting has been added to the schedule: **Monday, April 27, 2015.**

D. Council will be receiving CAEP Team Self Study report by 4/9 to present the draft on 4/13 for Council to review and make recommendations on 4/27.

**Report from Dean**
- None

**Report from Associate Dean**

A. US DOE proposed regulations
   1. The proposed regulations are detrimental to teacher education programs. AACTE has started a letter writing campaign to change the regulations or shut it down. AACTE has provided a template letter for concerned faculty to send in. Ohio University has prepared a student letter template for teacher candidates to send in as well. It is of great importance for as many constituents to send in a letter as volume seems to be what the DOE is concerned about.

B. SUED
   1. A draft letter has been prepared remarking on how Pearson has not lived up to what they promised the state regarding edTPA.
   2. State wants more than a crosswalk between program requirements and state requirements. Rather, they want a “mini-SPA report.” Universities are awaiting information from the state, but no instructions have been provided. Programs that have already been fully recognized need to do a limited review. Programs that have not been fully recognized must do a full review. These reports are due March 1st.

C. Program reports for University
   1. Program reports were scheduled for this spring, but they have been moved back to fall. This re-scheduling was the result of many meetings with the vice provost and provost to help them understand the work involved.

D. Workload Discussions
   1. Central Administration will use more data to factor in fair, equitable workload. Expect interesting discussions between chairs and faculty regarding productivity. The type of data used was not mentioned.

E. Dean and Associate Dean meetings with area superintendents
   1. Dean and Associate Dean have met with six area superintendents and have two more to go. A full report will be provided by the Dean when all meetings are completed.

**Report from University Council Representative**

Three reports given. No reports by President or Provost.

1. Development and Capital Campaign (Vern Snyder)
   - Presented the revenue (new donations) for July 1-December 8, 2014
   - Total as at Dec 8th is $6,548,613
   - Top three recipients are: Athletics: $1.76 mil; Law $947k; Medicine/Life Science $900K;
   - **JHCOE received $79,188.**

2. Facilities and Parking Master Plans (Jason Toth)
   - Lead by John Barrett and Dave Morlock
   - Includes: all campuses
   - Planning horizon: 10 years
• Assumptions: (1) 15% reduction in space, (2) 2% enrollment increase annually for next 5-10 years, and (3) Increase % of credits earned via online or blended courses

• Goals
  o Put together a team and process to develop the plan
  o Identify a consultant to develop the plan to better utilize space and reduce footprint by at least 15%
  o Gather room/space/building utilization data to inform decisions

3. President’s Search Committee Update (Karen Hoblet) Operating Budget
   • Airport interviews (Henry Hotel in Dearborn, MI); local hotels were not available
   • 8 candidates; committee will spend a maximum of 1 hour and 15 minutes with each
   • 3 candidates will be chosen from the 8
   • 3 candidates will be presented to the BOT

Information and Discussion Items - none

Standing Committee Reports
• Academic Affairs - none

• Student Affairs
  A. Proposals, Recommendations, and Resolutions
     1. RECOMMENDATION: SAC recommends that College Council approve the commencement of the Student Showcase web page.
     2. RESCINDED RECOMMENDATION: Committee asks that the following recommendation sent to College Council in December be rescinded.
        That an IT person in the university or college be retained/hired to develop a smart phone app just for our college so that students will have easy access to information related to the college. This could be shared with the rest of the University but our college would take the lead as this will benefit all students and those who work with students.
     3. RESOLUTION: Upcoming ALICE and Threat Assessment training will resolve recommendations #2 and #3 SAC forwarded to College Council Dec. 4, 2014 and recommendation #2 forwarded on Nov. 13, 2014.
     4. RESOLUTION: The dean approved expenditures for Classroom Safety Posters and this resolved recommendations #3 and #6 forwarded on Nov. 13, 2014.

  B. Items Discussed
     1. Welcome Back Wednesday Student Event
     2. Other student engagement (cell phone app, student organizations, student showcase)
     3. Safety Issues (ALICE and Threat Assessment training, safety posters, faculty brochures, disabled students, cell phone use)

  C. Items in Progress
     1. Waiting on approval from College Council on recommendations to proceed on student showcase
     2. Planning of Welcome Back Wednesday
     3. Gather information on student organizations
     4. Email notification of ALICE and Threat Assessment training
     5. Follow up on student with disabilities evacuation of building in emergencies
     6. Classroom safety poster approval and printing
7. Get faculty brochures printed and delivered
8. Follow up with UT police on Amber-Alert like buzzer on cell phones for emergencies

D. Motion
   o Motion to recommend that Student Affairs commence with student showcase website
     with the stipulation that they work with Libbey McKnight. Seconded to approve motion.
     No discussion. Approved unanimously.

• Administrative Review (in recess)

• Assessment – none

• Diversity – none

• Technology
   o Items Completed:
     ▪ The committee reviewed the FY 2015 budget. Available funds in the
       account are currently $92,000 for the remainder of this FY of which $30-
       40,000 will be available for faculty requests.
     ▪ Technology survey has been completed. The results will be discussed at
       the next meeting. Twenty-five faculty participated in the survey.
     ▪ Context for learning data has been collected, but now needs to be tagged
       and organized. Carver students will manually collect this data. We may
       use Atlas.ti to collect data in the future for similar projects.
     ▪ Ordered OAE study guides for all content areas and added to the Carver
       Center checkout system.
   o Items in Progress:
     ▪ Review technology survey findings.
     ▪ Discuss and vote on Carver Open Lab replacement.
     ▪ Committee will review TF requests at each meeting during FY15.
     ▪ Develop a better budget for software renewal and replacement.
     ▪ Meet with Mike Haar (Classroom Services) to discuss what equipment
       they are using in new classrooms.

Discussion with Guests - none
Old Business - none
New Business
1. The CAEP team has identified edTPA data that suggests teacher candidates are graduating and
   getting teaching licenses without passing all of the edTPA rubrics.
2. There seems to be only a handful of people within the JHCOE who are (a) aware of the time-
   intensive nature of accreditation and writing program reports for the university and (2) actually
   writing the reports.
   o a. Motion: Council respectively requests that the Dean’s representative to communicate
      salient points of today’s college council meeting to the Dean. Seconded to approve
      motion. No discussion. Approved unanimously.

Adjournment:
• Motion to adjourn. Seconded. Approved unanimously. Adjourned at 10:50