Meeting Minutes of JHCOE College Council Meeting

Date and Time: October 27, 2014, 9 am to 11 am
Location: GH3100C
Chairperson: Marcella Kehus
Members in Attendance: Noela Haughton, Dawn Sandt, Rebecca Schneider, Laurie Dinnebeil, Renee Martin, Lori DeShetler, Jenny Denyer, Mary Ellen Edwards
Administration: Penny Poplin Gosetti, Virginia Keil
Guests: Mark Templin, Susanna Hapgood
Minute prepared by: Dawn Sandt

Meeting called to order at 9:00am

Approval of Minutes of the previous meeting:

- **September 8, 2014**: No edits. JHCOE College Council minutes from September 8, 2014 approved unanimously.
- **September 22, 2014**: No edits. JHCOE College Council minutes from September 22, 2014 approved unanimously.

Report from Council Chairperson

- Since our last meeting when we had decided to support our colleagues in Educational Leadership and Foundations regarding the Diversity Courses and Certificate that was passed this summer, I did contact the chair of the College Council of the College of Social Justice and Human Service and arranged a meeting between our faculty and theirs to be mediated by the Associate Deans. When our faculty decided to instead go the route of petitioning the graduate school, this meeting was cancelled. We have now received the invitation to the Special Graduate Faculty Meeting for Thursday, October 30, 2014 from 3-4 pm in the Student Union, Room 3018 to address this matter.
- The ECPSE social event did not attract enough interest. We’ll try again soon.
- We have received alternates and Honors Subcommittee representatives from 1 of the 3 departments; the other 2 departments still need to hold elections. In 1 department, the question was raised about non-faculty being elected; lecturers are eligible. Another concern was having an alternate attending a meeting in which they did not have adequate background; however, this seems preferable to having no representative from one’s department at a committee meeting.
- We have just finished our round of Faculty Forums in support of Academic Affairs as they explore options to improve our doctoral program. Many good ideas were the result of engaging discussions and can be found at the College Council website. If you haven’t been there yet, I encourage you to check it out. [https://teamshare.utoledo.edu/jhococouncil/lists/Team%20Discussion/AllItems.aspx](https://teamshare.utoledo.edu/jhococouncil/lists/Team%20Discussion/AllItems.aspx).
- Now that we know that we have this SharePoint website that all of our faculty and staff can access with UTAD credentials, we might want to think about how we can use this for future endeavors.
Report from Dean and/or Associate Dean

- Provost sent out hiring plans to the Deans. Departments will need to discuss components of the hiring plan. Retirements are likely. A non-binding, written intent before Nov 15 by a faculty member who is possibly retiring guarantees the line in the college. If intent is provided after Nov 15, then the line goes to the Provost.
- Received permission last week to advertise for two chairs (CI, EFL) and a faculty position for Early Childhood. Discussions about lines need to start at the department level.
- Council members discussed need to have a college meeting on Nov. 7 to discuss how future hires could potentially positively impact the college.
- Dean Poplin Gosetti met with Judith Herb. Parts of the gift are fully funded (scholarship). Gifts need revisiting as they are not earning what they used to earn. Discussed how to fund initiatives together rather than discretely. Discussed with Judith Herb included a focus on clinical partnership and ensuring empirical data is being collected from partnership.

Report from University Council Representative

- Hiring plan out to Deans
- Discussion about four-year degree completion time.
- Reports regarding (a) HLC, (b) budget, and (c) policy to prohibit harassment, intimidation and bullying.

Information and Discussion Items

- None

Standing Committee Reports

- Academic Affairs
  - Faculty forums have been helpful in building a consensus about what experiences we want our doctoral students to have.
  - Next step is to compile the comments and put together another proposal to college council.
- Student Affairs
  - Items in progress – setting up a space in the college website to inform faculty and students about non-academic students affairs (safety, engagement, showcase student organizations, etc), planning college-wide student engagement activities.
- Administrative Review (in recess)
- Assessment – Dawn Sandt; progress on Program Assessment Plans and Reports
  - College report due to the UAC on November 15th.
  - In preparation of this upcoming date, the JHCOE Assessment Committee notified dept chairs via emails in mid-September and early October of due dates and trainings.
  - No liaison has been named.
  - Discussion arose about who writes the report and how it is sent to the UAC.
  - Council advised that the report must be sent to Council, who will then send to the UAC if no liaison is in place.
- Diversity
Meeting times: 1:30 pm on College meeting days in 5th floor conference room

- A lengthy discussion on student-related diversity issues and data in terms of the students feeling accepted/welcomed in the JHCOE (as opposed to what is taught). This led to the following suggestions/discussions:
  - A proposal that we include a diversity question (acceptance of students from diverse backgrounds) on the standardized TCAPS form.
  - A proposal that the additional question(s) on diversity be separately placed in the envelope for faculty who volunteer to participate in the process.
  - A suggestion that we also look into supports for students with disabilities.
  - The committee also decided that we should first examine the questions (related to diversity) that graduate and UG students answer as part of their exit surveys. Lori De Shetler will share the questions used in the exit surveys (for UG students).

- Technology
  - Postponed until next meeting.

Discussion with Guests
- None

Old Business
- Council discussed the honors sub-committee. Council is attempting to align bylaw requirements with other College Council committees.
- Dr. Keil states this group of members was brought together to discuss the Honors program in this college. The group was brought together to do some “thinking” and their work was to be done by the end of the semester.
- Council members want to explore in greater depth whether this committee should be a sub-committee or remain an ad hoc committee.
- Motion to table the discussion concerning honors sub-committee language in the bylaws until we hear from the ad-hoc committee. Unanimously approved.

New Business
- Undergraduate nominee vitas for Academic Affairs and Assessment Committee will be forwarded to council members for their perusal.

Adjournment
- 11:03. Motion to adjourn. Unanimously approved.