Minutes of JHCOE College Council Meeting

Monday January 13, 2014

Member Attendees: Dale Snauwaert, Rebecca Schneider, Tim Lewandowski, Renee Martin, Marcella Kehus, Mark Templin

Administration: Penny Poplin Gosetti

Meeting Elements

1. Approval of Minutes:
   Approval of minutes from November 25, 2013
   Minutes were approved

2. College Council Chair
   a) Due to Dale Snauwaert being appointed interim chair of EF&L, the College Council needs to vote on a new college council chair. Because all areas of college were not represented, a new interim chair election will take place at the next College Council meeting.

   b) Tim Lewandowski will organize the next College Council meeting.

   c) Marcella Kehus will attend the University Council meetings as the alternate College Council representative.

3. Report from Council Chairperson:
   a) Dale was asked to report on the priorities for the College Council.

      I. Work on guidelines for the college cluster network with a goal of having clusters in place by April.

      II. Manage and organize the resetting of the College Council. Elections should happen in March.

      III. Educational Technology Committee is up and running. Since this is a new committee, the College Council should work with the Ed. Tech. committee to recommend guidelines for their recommendations and purchases.

      IV. UT World message was sent out by Dale to faculty regarding guidelines for distance learning classes. Penny will follow up with any new updates.

      V. Associate Degree programs. Further discussion is needed to get the JHCOE’s feel.

      VI. Academic Affairs Committee is charged with reviewing Doctoral Program.
3. Report from Dean
   a) Penny reported on safety training for faculty and staff in the JHCOE.
      
      I. There were two ALICE training sessions made available for faculty and staff in December. Due to bad weather, the first session was cancelled. There will be another available in the near future. The next session offered will be videotaped for future views.
      
      II. Jeff Newton has been asked by Penny to check on the emergency buttons in the hallways of Gillham Hall to make sure they are working. He was also asked to share evacuation plans that are in place for Gillham Hall. Jeff Newton will be reporting back to Penny.
      
      III. A presentation for Title 6 training is being put together for us by Kevin West. He will report back to Penny when it will be available.

   b. The strategic plan for the JHCOE is now in the Marketing Plan stages.

   c. Outside searches for the department chair positions have been approved. Until they are filled, we will be continuing with interim chairs. Penny will set up a meeting with C&I faculty in the near future to discuss the interim chair position.

Meeting was adjourned at 11:08am

Minutes prepared by Tim Lewandowski