Minutes of JHCOE College Council Meeting

Monday February 10, 2014

Member Attendees: Noela Haughton, Marcella Kehus, Tim Lewandowski, Sakui Malakpa, Renee Martin, Mark Templin

Administration: Virginia Keil, Penny Poplin Gosetti

Guests:

Meeting Elements

1. Approval of Minutes:
   Approval of minutes from January 27, 2014
   Minutes were approved

2. Report from Council Chairperson

3. Report from Dean and/Associate Dean
   a) Ginny reported on the results of the Pearson assessment tests. At the present time the results are coming in favorably. After four months we are at an approximate 90% passing rate.
   b) Penny announced that Dr. Mark Templin has been appointed the Interim Chairperson for the C & I Department.
   c) She will be involved in budget meetings over the next 3 weeks. There are no across the board cuts planned for this year’s budget.
   d) There was an Honors Scholarship Day held over the past weekend. The JHCOE had 19 students and parents in attendance. Our Scholarship Committee will be meeting this week to decide and award our scholarships.

4. Report from University Council Representative
   a) Marcella will be attending the meeting on February 21. Agenda items are tobacco, alcohol, and weapon free campus.

5. Information and Discussion Items

6. Standing Committee Reports
   Academic Affairs
      a) Continuing to work on Doctoral exams. Draft may be coming forth by the next Council meeting.
   Administrative Review
      Has not met
   Assessment
      Will report at next Council meeting
   Diversity
a) In the process of constructing a faculty survey

**Student Affairs**

Has not met  

a) Penny reported that she has met with Kevin West and asked him to prepare a Title 6 presentation for our college.  

b) Penny has heard back from Jeff Newton regarding emergency buttons in the hallways and a building emergency plan. He has checked all the emergency buttons in the hallways and reported that they are all operational. He also reported that there is an emergency plan for the University but not building specific.

**Technology**

a) Marcella will invite Josh Spieles to next Council meeting.

7. Old Business

a) College Clusters-Council will continue to work on the definition and formation of the College Clusters

6. New Business

a) Mark Templin is currently serving as UCAP representative in Mary Ellen Edwards absence. Since Mark’s recent appointment of Interim Chair of C & I, Mark will need to be replaced in that role. Email will be sent out by Tim Lewandowski to faculty asking for nominations by Wednesday. Nominations should be directed to Becki Schneider. If more than one is nominated, Kathy Shultz will construct a ballot to vote on by Friday.

b) Allocation of Graduate Assistants-Ginny explained that the process is; an allocation of dollars from Graduate School is given to us. Division of dollars is based on number of permanent full time faculty in the department. Chairs are notified of how much money is available. Students in the pipeline get first chance at funding. Because of declining dollars, existing students eat up most of the money. It is up to the Department or Chair to decide who and how many to support, doctoral verses masters. Assignment of work must be sent to grad school for accountability. Ginny will also write up what the process is.

Meeting was adjourned at 11:16am

Minutes prepared by Tim Lewandowski