Minutes of JHCOE College Council Meeting

Monday March 10, 2014

Member Attendees: Ed Cancio, Noela Haughton, Tim Lewandowski, Renee Martin, Rebecca Schneider, Sakui Malakpa, Mark Templin

Administration: Virginia Keil, Penny Poplin Gosetti

Guests: Florian Feucht, Dale Snaudaert, Joshua Spieles, Berhane Tselehaimanot

Meeting Elements

1. Approval of Minutes:
   Approval of minutes from February 24, 2014
   Minutes were approved

2. Report from Council Chairperson
   a) Becky has been working on the College Council webpage along with Josh Spieles to have documents such as the council bylaws, constitution and meeting notes available for all.

3. Report from Dean and/Associate Dean
   a) SPA reports are due March 15, 2014. Administration is working with Lori DeShetler and Josh Spieles on a dashboard so all will have a better understanding of the SPA reports.

4. Report from University Council Representative
   a) Becky went over a report from the University Assessment Committee provided by Marcella. It was in regard to Barbara Walvoord coming to UT to review our system of assessment in light of HLC and industry norms.

5. Information and Discussion Items

6. Standing Committee Reports

   Academic Affairs
   a) Doctoral handbook is not ready at this time to present to the Council.
   b) Proposal for a new course EDP-1500 was unanimously passed.
   c) Proposal for a program modification of Masters of Education and Science to go online and be a dual program was unanimously passed.

   Administrative Review

   Assessment

   Diversity
Student Affairs

Technology
  a) Josh Spieles reviewed the attached Technology Committee meeting notes.

7. Old Business
  a) Ginny Keil reviewed a document of how Graduate Assistantships are awarded. Changes beyond the document should occur at the department level. Council recommends that Ginny should send document to faculty.

  b) College and Department elaborations were tabled until next meeting

6. New Business

Meeting was adjourned at 11:16am

Minutes prepared by Tim Lewandowski
Technology Report to Council
February 2014

Committee Name: JHCOE Technology Committee
Chair of Committee: Joshua Spieles
Committee Members: Amanda Brayton, Marie Stuve, Celia Regimbal, Judy Lambert, Christine Fox, Virginia Keil, Joshua Spieles

Date of Last Meeting: 2014-02-04
Date of Next Meeting: 2014-03-11

Committee Goals for AY 2013-14
The goals of the Technology Committee (TC) are outlined in Section 7 of the College Council Bylaws. The committee is developing college policies and recommendations concerning the strategic use of technology in the college.

Items Completed:
The committee reviewed the previous policies and forms for requesting use of the Technology Fee (TF) funds. It was determined to add the following guidelines to the procedures:

- Requestor may be required to present request at the Technology Committee meeting.
- Requestor required to create a report on outcomes during the school year following the purchase of equipment/software.
- Request form will state that requestor may be required to demonstrate their purchase at a college meeting.
- All requests have to be in by April 1 to avoid an end of fiscal year rush for purchasing.

The committee reviewed the FY14 budget for the Technology Fee funds. Funds available for college technology initiatives will be nearly $100,000. This is calculated after removing estimated costs for student employment in the Carver Center and any consumable purchases such as paper, toner, repairs, etc.

Created a four year rolling replacement and upgrade plan for current labs, checkout equipment, and curriculum materials in the Carver Center.

Informed the committee on current technology initiatives from the previous fiscal year that are still in progress. This includes the renovated Gillham Hall 5200 classroom and 3D projector cart.

Items in Progress:

- Committee will review TF requests on March 11 and April 8 meetings.
- Review requests from Carver Center for replacement of equipment.
- Find another student member for the TC from the ECPSE department.
- Develop replacement plan for classroom equipment and other technology infrastructure.
- Develop assessment instrument for technology use and needs.

Meeting Minutes: