

College of Education Steering Committee

November 14, 2012

Meeting Minutes

Meeting Called to Order at 11:05

Attendance: Kara Brown, Doyle Stevick, Eva Monsma, Stephen Thompson, James Carper, Tandra Jackson

October Minutes: Due to the delay in distributing October meeting minutes, approval of minutes will be postponed until next meeting.

Items:

Stevick called committee into Executive Session

Executive Session adjourned.

Agenda for Enhanced Communication within College

Steering Committee members act as conduits to communicate Steering Committee information within departments/committees. Communication would include summary of key action items and request for faculty feedback/questions. Faculty feedback would be shared at future Steering Committee meetings.

Chair of Steering Committee will send communication plan to Department Chairs requesting their implementation.

Steering Committee Chair will assume responsibility to create summary of University Faculty Senate major action points/issues. Chair will send summary to department University faculty Senate representatives, who will share during department meetings.

Eva Monsma will send prompt to COE Executive Council, requesting that they develop system to communicate key action items/information with college faculty.

Suggested by-law revision too schedule annual faculty meeting, the week prior to classes starting in the fall, to facilitate communication/governance.

Chair will send message to faculty notifying them that no COE meeting will be held in January.

Dean Kelehear reported that work to align new university faculty manual and unit Tenure and Promotion criteria/documents is ongoing.

Committee recommends that Steering Committee Liaison to communicate to Dean Watson that COE should wait to revise APR rubrics until Tenure and Promotion alignment is finalized.

Meeting adjourned at 12:25

Minutes respectfully submitted by Stephen Thompson.