COE Executive Committee Meeting Agenda
September 11, 2007
8:30 a.m. - BH 368

Present: Dean Michael Holen, Drs. Frank Spikes, Trudy Salsberry, Steve Harbstreit, Warren White, Judy Hughey, Gail Schroyer, Diane Murphy, and Leah McKeeman

I. Call to order by Dr. Hughey at 8:30 a.m.

II. In remembrance of September 11, 2001, Dr. Hughey asked the committee to take a moment of silence to remember those who lost their lives. Also, please share well wishes with College of Education candidates who have family serving in the military.

III. Dr. Harbstreit moved and Dr. Salsberry seconded the motion to approve the Executive Committee May minutes with a minor correction. Motion passed.

IV. Standing Committee Reports
   a. Academic Affairs – Reported by Dr. Judy Hughey
   
      Graduate Certificate in Teaching and Learning must be green sheeted. The question is by what means, electronic or traditional, is needed. Expedited process is desired due to a pending grant and students waiting to enroll according to Dr. Scharmann. It is believed that all questions concerning this certificate have been answered; all involved seemed to be very pleased with the certificate. The discussion centered on timing for the approval process. Dr. Hughey will follow-up with Dr. Scharmann.
   b. Faculty Affairs – Reported by Dr. Hughey
   
      Dr. Kay Taylor is the new chair of the committee. Dr. Hughey facilitated the election.
   c. Student Affairs – No report
   d. Diversity for Community – No report

V. Other reports
   a. Faculty Senate – Reported by Dr. Frank Spikes
   1. There currently exist several interim appointments throughout campus. The Director of Academic Services is retiring and a search committee has been formed for this position. The position of the Senate is that prior to hiring, first determine the need and position role and description and then follow with the hiring procedures to meet the determined need.
   2. There is discussion regarding the appropriate steps in updating an aging communications facility.
   3. K-State generally employs three ombudpersons to address conflicts of classified and unclassified staff. Sadly, we have lost two of our previous ombudpersons due to illness for one and change in universities for another.
   4. Two personnel matters involving faculty (not from College of Education) are being addressed through the Appendix G and M processes. Dr. Hughey shared that for Appendix G time guidelines are being revised. An Appendix M hearing may be forthcoming. Meetings regarding this Appendix M issue will continue in the next few days. Another possible grievance regarding evaluation issues is pending.
   5. State of the University Address is Friday at 3:00 p.m. at the Alumni Center.

   b. Graduate Council – No report
   c. EGSO – Reported by Leah McKeeman

First meeting/gathering was held on Friday. There was a good attendance from students and faculty. The next meeting will be held in early October. Dr. Marjorie Hancock is scheduled to be the guest speaker providing recommendations regarding completing a
graduate degree in the COE.

d. Library – No report
e. Education Council – No report

VI. New Business – Reported by Dr. Judy Hughey

a. COE Crisis Plan

A crisis plan for the College of Education is planned. The College plan will align with the University plan. Dean Holen and Dr. Spikes shared their support of this idea. Faculty Affairs will be responsible for this project.

b. Position Statement on Student Use of Facebook/MySpace

A position statement regarding recommendations for College of Education students’ use of and professional conduct for participation in Internet activity, for example using Facebook/MySpace accounts will be developed. A sub-chair will be named from the Student Affairs Committee to address these issues. It is recommended that the position statement ultimately be added to the COE webpage.

c. As per previous discussion, the Executive Committee will discuss membership criteria for the committee. Concern was addressed that the College have appropriate participation from standing committees. In addition, voting rights for department members serving on standing committees needs to be clarified. The Policy and Procedure Handbook may need to be revised to reflect any revisions. Committee members are encouraged to review the Policy and Procedure Handbook prior to the next meeting.

Dean’s Report

Items for the year:

1. We concluded the year with a balanced budget. Departments are being encouraged to be more independent regarding budgetary matters.

2. University administrators are currently engaged in discussions regarding the type of structure of a future DCE.

3. Dean Holen and Associate Dean Wissman are discussing with others the possibility of transferring Agriculture Education to the College of Agriculture. All involved parties are exploring the issue.

4. Continued discussion is occurring on the program Access Us. There are concerning issues with the program. A variety of solutions are being discussed.

5. There has been an increased amount of concern expressed regarding a perceived teacher shortage in Kansas. Selected statistics indicate a shortage in selected content domains and geographic areas.

6. The College of Education is currently in the process of planning for undergraduate computer laptop requirements. Dr. Ross and Dennis Devanney are developing an articulation of the technical requirements students would need to have on their own laptop. Dean Holen will make the final decision regarding the laptop criteria.

Dr. Hughey posed the question regarding the status of UGE. Dr. Spikes and Dean Holen discussed possible changes in the UGE program.

Meeting was adjourned by Dr. Hughey at 10:10 a.m.