

**Policy Council Minutes**  
**May 16, 2012**  
**12:00 p.m., EBA 342**

**(Bold means Present; \*Asterisk/Italicized means arranged a proxy)**  
 2/3 of elected members required for quorum

<b>Cristina Alfaro (PLC)</b>	Ric Hovda (DO)
<b>Jose Luis Alvarado (DO)</b>	<b>Colette Ingraham (CSP)</b>
Marian Aste (Lecturer Rep.)	Joe Johnson (EDL)
Jackie Fuller (OSS–Staff Rep.)	Patricia Lozada-Santone (Student Rep.)
<b>Frank Harris III (ARPE)</b>	<b>Angela McIntosh (SPED)</b>
<b>Trish Hatch (CSP)</b>	Richard Neumann (DOE/IVC)
<b>Bob Hoffman (EDTEC)</b>	<b><i>Jessica Pierson (STE)*</i></b>
<b>Audrey Hokoda (CFD)</b>	Sasha Chizhik (STE)
Meredith Houle Vaughn (STE)	

*\*Trish Hatch carries PROXY for Jessica Pierson (STE)*

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 Meeting called to order, quorum present.

Meeting starts as discussion, with 8 members (no quorum)....then, realizing email was sent PROXY by Jessica, discussion becomes minutes.

**1.0 Approval of Agenda for Meeting**

FH motions to approve the agenda and BH seconds the motion. The agenda is approved.

**2.0 Approval of Meeting Minutes of April 11, 2012**

BH motions to approve the minutes and AM seconds. The minutes are approved.

**3.0 Announcements from the Dean and Department Chairs**

Budget for college takes a look at summer offerings. As long as budget remains as it is, any program that doesn't have official approved coursework can no longer be held during summer. EDL is summer approved. MFT is approved Fall, Spring, Summer program. Phasing out programs that do not have summer approved programs. Need to meet FTE target and minimize expenses. If not approved as three semester programs, then courses will all shift into the academic year unless argument can be made to financially support summer courses on a case by case basis. If strong proposal comes that helps programs and students, then they are open to discussion.

PC members shared concerns regarding when "approval" came and why some programs were offered "approval" and not others? PC members want to request the opportunity to be included in the conversation regarding how decisions are made. PC request leadership of the College request assistance from faculty as well as their involvement in problem solving rather than responding to decision and actions that "appear: to have been made prior to the opportunity to solve as a college.

*Issues and concerns:* What constitutes FTE target? If adjunct teach would help? How much? How do we create equity across COE regarding who teaches in summer and who does not? Financial aid impact of less than 5 units in summer for students.

JL states \$9,000-12,000 in faculty costs. Course of 15 students generates 5,000 - 30 students breaks even. Need to be strategic in summer. Dean's office is open to propositions and ideas.

JL will send out information to hold meeting to include Directors and Coordinators

#### **4.0 University/College Committee Reports**

NONE reported

#### **5.0 Old Business**

Atypical Selection Policy: CI stated the committee has not met yet and will need to meet in the fall

#### **6.0 New Business**

##### **Policy on Course Credit for International Experiences**

Proposed addition to Policy File: JL presented (**attached**) to Policy Council.

Discussion: According to Jose Luis the rationale for this proposal to create policy is:

1. Students need to have appropriate credit documented on transcript
2. Faculty need to be properly compensated for effort
3. COE can't afford expansion of program (converting course for international adds units to programs. Also – more effort involved in courses as international courses).
4. COE needs to be accountable; not exposing people (COE or programs) to risks

According to JL in fall, 2012 the proposed language will be implemented as practice. The policy will not be official until faculty vote on it in January.

Request by PC member made for more detail provided explanation of why changes are occurring at this time. Request made to add context explaining the issues at hand and why change is being requested. Request made for explanation of different procedures and costs for CES and international experiences.

JL agrees to revise proposal to reflect the rationale.

#### **6.0 Adjournment**

BH Moved and FH Meeting is adjourned