

**Policy Council Minutes
October 17, 2012
12:00 p.m., EBA 342**

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

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

**Meredith Houle Vaughn carried a Proxy for Randy Philipp.*

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Meeting called to order, quorum present.

Welcome and Introductions

1.0 Approval of Agenda

- Meredith motioned to approve /Joe seconds, approved.

2.0 Approval of Meeting Minutes of May 16, 2012

- Marian motioned to approve /Frank seconds

3.0 Announcements from Dean and Department Chairs

- Dean’s Office
Jose Luis provided announcements from the Dean’s Office regarding the Department Chairs Meeting and course/program budgeting tool.
- Leadership
No report
- Department Chairs
No report

4.0 University Committee Reports

- Grad Council
No report
- Senate
No report
- APP
No update

- Constitution and Bylaws Committee (Senate subcommittee)
Jose Luis provided an update
- Diversity
No update
- College Committees
No update

5.0 Old Business

- Atypical Section Policy
No report. Report will be available for November meeting.
- Policy on Course Credit for International Experience
Jose Luis provided sample language for addition to policy council (See Appendix)
Meredith motions/ Audrey seconds to open conversation
Discussion followed.
Friendly amendment to table for time to take to departments. Any specific concerns and alternate language be submitted formally and in writing on week before the next Policy Council meeting., November 28th
All approved motion to approve as amended.

6.0 New Business

- No new business

7.0 Adjournment

Frank moved/ Joe seconds. Meeting is adjourned.

Appendix – Proposed additional language for Policy File regarding International Experience, distributed on October 17, 2012

**International Experience for Course Credit in the COE
Proposed Addition to Policy File**

There are two ways that students can officially have their international experiences recognized on their transcript.

The first option is to offer a college-sponsored course (typically a 350 or 550 course), the student signs up for the course, pays the appropriate fees to the cashiers office, and the university handles all of the arrangements for the experience. Also, faculty who are leading the effort are assigned a course as part of their teaching load. This first option is expensive for the COE as it translates into an expansion of program. Given our current budget situation, the College will not support program expansion.

The second option is for faculty to work with Dr. Patricia Lozada-Santone, who spearheads the international efforts for the College of Education, to arrange for these international experiences through CES. CES, in turn, (a) handles all of the arrangements, (b) offers the 350-550 course, (c) pays the instructor, and (d) handles all liability issues. The College supports this approach, as there are no additional expenses for the COE.

The use of CES for international experiences is the COE-endorsed practice.

To formalize this practice, it is proposed that the following language be added to College Policy:

III - C International Experience for Course Credit in the COE

International experiences for students in the COE must be properly identified in students' transcripts.

1.0 The appropriate mechanisms for students to receive proper credit are (a) courses that have received appropriate curriculum approval as international experience courses, and (b) courses that can be easily identified on students' transcripts as international experience courses (i.e., GS 350, GS 550).

2.0 For-credit international experience courses *offered within the COS* will be offered through CES.

3.0 Independent study courses offered either state-side or through CES are not approved as international experience courses and therefore are not considered an appropriate mechanism to document participation in international experiences. It is recommended that the new language be added as section III-C, Educational Policies, International Experience for Course Credit in the COE.

*red text represents change suggested within policy council