

**Policy Council Minutes**  
**November 28, 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>Jose Luis Alvarado (DO)</b>	Audrey Hokoda (CFD)
Marian Aste (Lecturer Rep.)*	Ric Hovda (DO)
<b>Elsa Bilings (PLC)</b>	<b>Colette Ingraham (CSP)</b>
Sasha Chizhik (STE)	<b>Joe Johnson (EDL)</b>
Jackie Fuller (OSS–Staff Rep.)*	<b>Patricia Lozada-Santone (Student Rep.)</b>
<b>Frank Harris III (ARPE)</b>	<b>Angela McIntosh (SPED)</b>
<b>Trish Hatch (CSP), Chair</b>	<b>Randy Philipp (STE)</b>
Bob Hoffman (EDTEC)	Meredith Houle Vaughn (STE)*

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

*\*Rocio Espinoza attended and carried a Proxy for Jackie Fuller*

*\*Angela McIntosh carried a Proxy for Marian Aste*

=====  
 12:10 Meeting called to order, quorum present.

Welcome and Introductions

1.0 Approval of Agenda

- Colette Ingraham (CI) motioned to approved, Frank Harris III (FH) seconds, approved.

2.0 Approval of Meeting Minutes of October 17, 2012

- Randy Philipp (RP) motioned to approved, Angela McIntosh seconds, approved.

3.0 Announcements from Dean and Department Chairs (45 minutes)

- Dean's Office

Dean Hovda announced he is stepping down as dean. Dean Alvarado (JLA) explained the policy for selecting a search committee. The first meeting of the Dean's Search Committee will be December 7.

The Dean's Office is in conversation with chairs about academic planning for next year.

- Leadership  
     No report
- Department Chairs  
     No report

#### 4.0 University Committee Reports

- Grad Council  
No report
- Senate  
No report
- APP (30 minutes)  
Randy Philipp reports that AP&P is responding to a Senate referral to consider on-line education. The COE Policy Council expressed a concern about the assumptions that are made regarding the success of on-line courses for all.
- Constitution and Bylaws Committee (Senate subcommittee)  
JLA provided an update
- Diversity  
No update
- College Committee  
No update

#### 5.0 Old Business

- Atypical Section Policy  
No report. Report will be available at a subsequent meeting.
- Policy on Course Credit for International Experience  
JLA circulates a handout and discusses some of the issues about international experience. JLA to email proposed language to all tenured/tenure-track faculty members.

#### 6.0 New Business

- No new business

#### 7.0 Adjournment, 2:14

FH moved/ JJ 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 COE* 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