

College of Education
Policy Council Meeting Minutes
 12:30-2:30 PM, Wednesday, November 15, 2016, EBA 342

Bold means Present; *Italicized means arranged a proxy*

2/3 of elected members required for quorum (10 elected members total)

Alfaro, Cristina (DLE)	Lamb, Lisa (STE) Executive committee
Bredvold, Marilyn (Staff Rep.)	Lazarevic, Vanja (CFD)
Butler-Byrd, Nola (CSP)	Lozada-Santone, Patricia (Student Rep.)
Bezuk, Nadine (Dean's Office)	McClure, Mendy (Lecturer Rep.)
Frey, Nancy (EDL), Secretary	Philipp, Randy (STE)
Ingraham, Colette (CSP)	Tucker, Mark (ARPE)
Johnson Jr., Joseph (Dean's Office)	IVC Rep. (Vacant)
Kraemer, Bonnie (SPED) Chair	

Quorum was reached.

1.0 Approval of Agenda

Randy Philipp moved to approved; seconded by Patricia Lozada-Santone. Unanimously approved

2.0 Approval of Meeting Minutes of October 19, 2016

Vanja Lazarevic motioned to accept amended minutes; Colette Ingraham seconded. Unanimously approved

Correction: under 2nd bullet, 5.0 instead of STE it should read, CTC.

Colette is spelled with one L, not 2.

3.0 Old Business

Update on faculty evaluations. In response to a question about how faculty evaluations would be averaged, Jennifer Imazeki reported, "I know that an average of the first three common (university) questions will be reported and I believe that an average of all the other questions will also be reported." (Nov 15 email to Lisa Lamb).

4.0 New Business

- Nadine Bezuk. Review of COE policy file regarding peer review committees for faculty searches. The issue is that COE policy requires at least 5 T/TT members, at least 3 of whom must be tenured, whereas the university policy states that the committees should be 3 (or 4, depending on the interpretation), T/TT faculty. Because we have small departments, we are wondering whether we should realign to conform with university policy to make it possible for departments to conform to policy. Colette suggests that whatever policy comes out, we clarify the role of FERP and whether they could serve. Bonnie shared that Brent shared that because they had a small program, they were using a recruitment committee, and then needed votes of the entire department, requiring extra steps. Bonnie: for the sake of discussion, we should be sure that any policy allows for 3 or more committee members to be sure that the views of the department are well represented. Committee created of Cristina Alfaro, Mark Tucker, and Colette Ingraham to develop a draft of a revised policy.
- Consider reviewing COE policy file for alignment with university policy and with current practices.

5.0 Announcements from the Dean

- Course scheduling: Deans have been pushing for a change in registration timeline. Committee looked at the issue to report to the provost. The recommendation is that we change the timeline, to be implemented in Spring 2018. This means that students will register in Oct or Nov 2017 for Spring 2018. Then, for Fall 2018, registration will happen in April or May. There is a task force working on the details around this change. Discussed at Chairs' meeting. Department coordinators will be impacted in terms of work cycle. Ultimately it will be a positive change for all, but it will require some adjustment.
- At the Chair's meeting, this fall at the beginning of the semester, we had roundtable sessions focused around helping students become aware of cultural differences and respond to those appropriately. At the Spring assembly in January, we will have roundtable sessions that will focus on restorative practices, positive behavior supports, and conflict resolution. Colette Ingraham and Gerald Monk have agreed to organize that effort, just as Andrea Saltzman did with the Technology Roundtables. Expecting to see many opportunities to learn how various programs are supporting efforts around restorative practices, positive behavior supports, and conflict resolution. When Gerald and Colette contact you to seek volunteers, please step up so that we can include those sessions.
- Consider discussion in the last Dean's Council meeting around addressing *abrasive workplace conditions*. The Dean suspects that there have always been such issues. He recalled a circumstance when he shared with the former provost an issue that he thought was an abrasive workplace issue and her response was, "Oh well." But the world has changed and so the provost has basically been really clear that he wants this to be a place where people feel like this is a good place for them and their work, that it should be a safe place, and so, the provost is expecting leaders within colleges and departments to deal with those issues. Of course, neither a chair or dean can deal with an issue about which they are not aware and so it becomes important for faculty to know if something is happening. When it occurs, it is important for faculty members to speak up, share with chair, and for the chair to intervene, and if not successful, to share with Joe. The provost made it clear that his expectation was that Deans should be assertive in those situations, and to do a better job of creating a workplace environment where people feel safe. We don't have to agree with each other about everything, but we need to treat each other respectfully and with dignity and respect.
- Associate Dean Nadine Bezuk returned from a meeting with Radmilla Prislín who is seeking healthy enrollment for summer school this year. If undergrads take 6 units each summer, they

can graduate 1 year ahead of time. AD Bezuk asked us to share with departments. She added that we are looking for ideas and ways to get word to students that they can take summer school.

6.0 University Committee Reports

AP&P (Randy Philipp), 3 issues

- 1) Leave of Absence Policy (Nora Shultz, Dean of Undergraduate Studies)
Current policy is to allow students to apply for a leave of absence any time during the semester. However, late leaves preclude SDSU interventions that might support students in “saving” a semester, and so efforts are underway to seek an earlier leave-of-absence date. Nora will continue to revise the language and present the policy at the next meeting. An issue to consider here is preserving exceptions for students who, perhaps due to serious personal circumstances, fail to address the administrative requirements associated with the leave.
2. Degree Revocation Policy — Balsdon, Hopkins, Schellenberg
The subcommittee is working with Student Affairs to consider the policy. Degree revocation is a serious matter and all involved are pursuing a careful and responsible policy with explicit and careful language. The issue was raised at AP&P when a student was found to have plagiarized his Master’s Thesis. Ingraham raised a question about safeguards in policy and language that make it clear to students in relation to what would constitute degree revocation. Philipp reported that the language of “fraud” will likely appear in the policy.
3. New COE Minor in Cultural Proficiency
The Committee raised some questions about the proposal and decided to invite a member of the COE College Curriculum Committee to attend the next meeting. The proposal will be tabled until the next meeting. (Subsequent to the meeting, we arranged for Tanis Starck, who submitted the proposal, to present the policy to AP&P.) One AP&P committee member wanted to know whether someone who gets the minor will engage deeply with a specific culture.

Senate update, Nola Butler Byrd

Strategic Preparedness Group, so the Senate is in the midst of developing this particular group. There has been a group on campus composed of administrators in Student Affairs and this new group may be a cousin to that group. Dean Johnson shared that there is confusion, hurt, distrust, that has reached heightened levels this month, that may not dissipate at all and may worsen. There are committees in place that are all about emergency responses but that is not what this is really about. This group is about more of a proactive stance, what are some things that we might be able to do in order to get out in front of things a little bit more. That is the spirit of the new committee. Patricia Lozada-Santone shared that many family members and students themselves are not here with full documentation and there is significant fear, and we/they need to know where to go when they need help. SDSU may be listed as a SAFE campus for students but who designated SDSU as a SAFE campus and what that means was not clear. Dean Johnson shared that the meeting about this new group included discussions about the kinds of preparations we can make that can de-escalate problems before they reach a crisis level. Colette wants us to think about our school climate about how well prepared faculty are to support students. Students do not know where to go on campus to get support. Dean Johnson shared that if we have ideas about things that the university can do, he is happy to support efforts to address them but these were the kinds of things being discussed. Dean Johnson shared that part of the tone of the meeting was about how to support students, faculty, and staff in a way that is careful not to make situations worse. There is concern articulated that in some situations that responses have caused more anger and upset than they alleviated. People don’t know how to be helpful. A comparison situation to our current situation seems to be the Vietnam War, in particular the Kent State shootings.

7.0 College Committee Reports

- Bonnie Kraemer shared on behalf of the Research committee. 12 UGP submissions. The new rubric was helpful as a tool to guide individual reviews and to come together. Dean Johnson appreciated that the committee created a rubric and that the comments the committee generated were consistent with the rubric and the criteria.

8.0 Adjourn

- Meeting adjourned at 2:01 pm.

Respectfully submitted by Lisa Lamb.