

**College of Education  
Policy Council Meeting**  
Wednesday, February 15, 2017  
**12:30 - 2:30 p.m.**

EBA 342  
**MINUTES**

**Bold means Present; *Italicized means arranged a proxy***  
2/3 of elected members required for quorum (10 elected members total)

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

*Quorum was reached.*

1.0

Approval of Agenda

*Philipp moved to approve, Lamb seconded*

2.0

Approval of Minutes

- November 16, 2016

*Butler-Byrd moved to approve, Lazarevic seconded*

(Lozada-Santone added details not available at the last meeting about 6.1 that the Leave of Absence Policy is now functioning)

3.0

Old Business

- Review draft policy language regarding make up of COE department Search Committee to be more aligned with University Policy language.

Mark Tucker shared on behalf of the subcommittee. University Search Committee policy states that Search Committees are comprised of at least 3 tenured and probationary faculty members including a chair (confirmed with Academic Affairs that there are 3 total). Features to discuss

- Our COE policy currently states that 5 T/TT or FERP serve and 3 must be tenured. Two problems are that COE policy is both more stringent than university policy and could (with inclusion of FERP) be out of alignment with university policy.
- One option is for COE to adopt university policy and let departments make additional guidelines.
- Thoughts were shared. The current subcommittee (Alfaro, Ingraham, and Tucker) will draft language for COE Policy, and will recommend establishing one committee rather than the current COE language that has 3 committees.

#### 4.0

##### New Business

- Policy File revisions Staff Development Committee, Marilyn Bredvold.

Committees ought to align with COE Policy. There is a COE Staff Development committee that has small fund to support staff development. The committee was likely established when the fund was established. Two functions (in addition to others) of the Staff Development committee are to share opportunities and to speak to management. By position in COE, permanently a member of the Staff Development Committee. Would like the council to review the Staff Development Committee functions. Also, President Hirshman has given funds to each college for staff development. Distributing these funds should be a function of the Staff Development Committee. Marilyn Bredvold would like the Staff Development committee to be voted on by more than (or other than) the T/TT faculty. One option is that those who benefit from the actions of the committee have some say/vote on that piece of the Policy file.

Marilyn Bredvold's request is for the electorate on COE Policy include those directly influenced by that policy. Colette suggests that Marilyn go back to the staff development committee/other staff members, and bring back suggestions for 1) revised language to the functions of the committee, and 2) language in policy that reflects changes in electorate for these cases. Marilyn Bredvold will investigate whether or not the university policy or the collective bargaining agreements for staff had any bearing on the issue of staff voting on policy pertaining to them.

#### 5.0

##### Announcements from the Dean

- A. The university has acquired a site license for both Qualtrics and Endnote. We should get more information about how to access those resources soon.
- B. Departments will soon need to make requests for T/TT openings for the coming year. Academic Affairs requires departments/colleges to complete a form that is still in draft form and will be finalized at the beginning of March. The form will then be given to departments to complete. In addition to these issues, Academic Affairs is trying to gather information related to student to T/TT faculty ratios, and T/TT faculty to lecturer ratios. On the form, Academic Affairs is also trying to gather more information about physical lab space. In

other colleges, big issues arise when faculty are hired and they do not have lab space or equipment they need to do their jobs. Another consideration about hiring is when we want to bring on board faculty who complement existing faculty to magnify collective capacity to seek and acquire certain grants. So, for example, if we have two faculty members who have expertise in X, and with a third person who has expertise in Y (a complement to X), having that third faculty member would make us a strong competitor for particular research grants. When we have that kind of clarity, there may be some kind of advantage in getting a hire. This advantage won't outweigh other considerations such as need to cover courses, but this advantage can strengthen an argument.

- C. Several departments will be impacted by state-mandated supervision ratios for student teachers, especially TE, DLE, and EDL (Special Ed already has a 2:1 ratio). The cost of complying will be substantial – around \$200,000 per year. Julie White has already compiled data. The Dean will share with the Provost Enwemeka and Associate VP Radmilla Prislín, and will be shared with the President's Budget Advisory committee (PBAC). We want the PBAC to approve this request for funds given that request covers a state mandate. Discussion about budget, tuition increases, the graduation initiative, funds from the state, and so on. The goal is to have families who can, pay the increased tuition whereas others receive additional financial aid. In practice, the state of CA has not allocated for higher education new resources since the recession ended. To maintain the status quo, tuition will need to increase. Several states have in-state tuition that is higher than CA out-of-state tuition.

## 6.0

### University Committee Reports

- AP&P, Randy Philipp, AP&P set a credit-by-exam policy. Costs \$100, Approved the Degree Revocation Policy that will go to the Senate. Most Degree Revocation cases will result in lawsuits and so the policy states that the Provost will handle these kinds of cases.
- Statewide Senate Level, Nola Butler-Byrd. CSU Stanislaus has a video that Nola has and forwarded the policy. Not OK to video in class unless meeting an accommodation.
- Minor in Cultural Proficiency just approved, Patricia Lozada-Santone. We also have a minor in counseling and social change, minor in leadership, and minor in CFD.
- Update about evaluations, Colette Ingraham. Other colleges have high response rates. Patricia Lozada-Santone gets high response rates by sending a paragraph to students about the importance of the faculty evaluation. The Dean added that we have substantial variation across COE in response rates. Always recommend highlighting the importance of the evaluations. Colette is looking into systemic ways to get students to respond to evaluations.

## 7.0

### College Committee Reports

- Research Committee, Bonnie Kraemer. Research committee will get together soon to review RAT proposals. Deadline by March 15, with a quick turnaround by the Dean.

## 8.0

Adjourned at 1:50 pm.

Contact Person(s) for AY 2016-17:

Bonnie Kraemer, Chair

Nancy Frey, Secretary

Lisa Lamb, Member at large

2016-17 COE Policy Council Meeting Schedule – 12:30 pm-2:30 pm, EBA 342

Spring 2017

February 15

March 15

April 19 (AERA April 27-May 1,  
2017)

May 17