

**College of Education
Policy Council Meeting
Minutes**
Wednesday, February 21, 2018
12:30 - 2:30 pm
EBA 342

Bold means Present; *Italicized means arranged a proxy*

2/3 of elected members required for quorum (11 members total, so we need attendance or proxy for at least 7)

Dept	Member	Term	2nd Member	Term
ARPE	Felisha Herrera	2017-20		
CFD	Vanja Lazarevic	2016-19		
CSP	Nola Butler-Byrd	2013-19	Colette Ingraham	2013-19
DLE	Sera Hernandez	2017-20		
EDL	Jim Marshall	2017-20		..
SPED	Bonnie Kraemer	2014-20	
STE	Lisa Lamb	2014-20	Randolph Philipp	2016-2019
Lecturer Rep	Melinda 'Mendy' McClure	2014-20	
Staff Rep	Elsa Tapia	2017-20		..
Student Rep	Patricia Lozada-Santone	Ex Officio		
Dean	Joe Johnson	Ex Officio		
Associate	Nadine Bezuk	Ex Officio		
DOE, IVC	Vacant	2010-17	

1.0 Approval of Agenda

Bonnie suggested changing order but leaving the same items

Moved: Nola

Seconded: Randy

Approved: unanimously

2.0 Approval of Minutes – December 20, 2017

Moved: Colette

Seconded: Nola

Approved: unanimously

3.0 Old Business

- Review proposed COE language regarding Curriculum Committee make - up and CurricUNET (Bonnie)

Bonnie sent our proposed revisions to the Policy File re: Curriculum Committee to the Chair of the COE Curriculum Committee. She has not heard back yet.

- RAT for probationary faculty (Bonnie). **Secretary's note:** not verbatim transcripts. Question about current AT policy for probationary faculty.

Bonnie: current practice is 6 units AT for 3 semesters. Then probationary faculty are guaranteed 3 units AT until applying for promotion and tenure.

Nola: This might be a key time to allow assistant professors to apply for the additional 3 units.

Jim: Isn't probationary a time for faculty to provide evidence of being able to juggle all 3 pieces?

Colette: It could be that faculty teach only 1 class for each semester.

Jim: The university has set up faculty so that we are supposed to be strong on both research and teaching.

Randy: I cannot see a reason why we would not provide the same opportunity for assistant professors as for associate professor and professors. As it is, it is hard to actually earn (be awarded) the 6 units per semester. I don't see the argument for why an assistant professor would be precluded from applying for the additional 3 units.

Colette: After reviewing the applicants for a number of years, does the Research Committee have any advice from which we might benefit?

Bonnie: it is extremely rare, if ever, for a faculty member to earn 6 and 6. More common is 9 units (3 units one semester and 6 units the other semester). And, then, only 1-2 get the 9 units. Very competitive process. Joe has prioritized the RAT awards so that those who earn the 3-3 get that first, then any additional units go to those who prioritized.

Sera: As a junior faculty, I agree with Randy to offer the option.

Vanja: One argument I've heard [for providing the option to apply for a total of 6 units of RAT each semester] is that it might incentivize probationary faculty to conduct more research.

Nola: I wonder whether it hurts those who focus on teaching. I want good teachers to teach.

Joe: We have a great diversity in background in those who come in as assistant professors. I don't have to be creative to imagine some of them meeting the criteria [for 6 units per semester]. If they do meet the criteria, then shouldn't they be acknowledged? In the past, it has been my priority to make sure that everyone who meets the 3-3 criteria gets that before we address those who are deserving of more, but we don't know what position the next dean will take. I would hate to be in a place to have to tell someone that the only reason for not getting the additional time is because s/he is still an assistant professor. Also, every tool you give me to help with recruiting some of these high-flying assistant professors is helpful to a dean.

Joe: COE has hired or in the process of hiring 12 faculty in COE. Nine are scholars of color. Some are bringing substantial grants, impressive publication list, so we are looking good.

Colette: Because there is no policy about how resources are allocated, I am wondering about whether we should have policy about whether to prioritize the 3 units per semester.

Randy wonders whether this is the time to tie the next Dean's hands in relation to policy. Randy asks the Dean for his opinion.

Joe: it's hard to predict what changes there will be and what degrees of latitude a new Dean will have. Many of the options we currently have are because we have been able to manage things fiscally to make RAT possible.

Randy: I am going to retract my last comment. If this committee thinks we need to

protect ourselves and we are worried about that, then passing that now means it is not personal. Or we can change the policy back if we need. Maybe that is exactly what we do now.

Nola: It [prioritizing the award of 3 units per semester to all who qualify] is a procedure that has been working effectively.

Felisha: I wonder whether someone who is on the research committee could share.

Felisha: This issue seems complicated.

Bonnie: Should we vote on the idea that we want probationary faculty to be apply to have the option to apply for up to 6 units of RAT, and then, separately, discuss whether we want to codify the priority to give all those who qualify 3-3 units before moving toward faculty who also qualify for additional assigned time?

Joe clarifies what the proposed policy would include.

Bonnie: We (Nola, Lisa, Bonnie who review that part of the COE Policy) would go back and look at the RAT policy to make a proposal.

Randy: I want to make sure that the policy does not work against an assistant professor. Consider the unintended consequences.

Motion (Randy): I move that: Assistant professors be eligible to apply for up to 6 units of RAT per semester with details to be worked out.

Additional commentary: There have to be details worked out about the process.

Given that the current practice is for assistant professors to receive 6 units of RAT for the first 3 semesters, and 3 units per semester thereafter, we move that, during the time when they receive only 3 units that they are eligible to compete for up to 6 units. Occasionally, assistant professors receive 2 semesters (rather than 3) at 6 units each.

Seconded: Sera

In favor: 10

Opposed: 0

Abstention: 1

Motion passed.

- Review proposed COE language regarding Policy on Hybrid and Online Courses (Sera Hernandez)

At a chair's meeting, in policy it was written that there was a policy about teaching online courses (defined as more than 50% online). The chairs recommend a streamlined process that removes the associate dean, the instructional designer, and the need to complete a form.

Colette: What if add back in the need to include the COE instructional designer in the process? Some may want some policy around this.

Sera: That proposed change makes sense. Does this go back to the COE faculty?

Joe: This group (the Policy Council) makes the policy and brings it to the faculty to change.

Bonnie: The larger conversation is around the form and whether we need to have this many hoops for hybrid and online courses.

Sera: Does one need to get CurricUNET approval to offer the hybrid courses?

Joe: if we are moving classes to a hybrid or online environment, the senate said that we should have a policy to ensure that that is done well. In this conversation, we had a curricular question about whether courses needed to be listed as fully online. Another issue is more of consumer relations of helping students understand the nature and timing of the course: online, F2F, or hybrid.

Sera and Elsa will consider this conversation and the chairs proposal when prosing revisions to this section of the Policy File.

- Proposed changes to the language in COE Policy File (Bonnie) Vanja, Randy, Colette

shared. Randy is taking notes for this section of the policy file. They will begin next meeting by starting with section II-C.

- Review proposed changes to Policy File sections (Sera Hernandez & Elsa Tapia). Tabled until next meeting.

4.0 New Business: none

5.0 Announcements from the Dean

At this morning's Dean's Council Meeting, the colleges were chastised for unawarded scholarship money. In some colleges, only 30-50% of scholarship funds are going to students. COE was by far the best at getting out the scholarship funds. The university average is 61%. COE distributes 94% of its scholarship funds.

6.0 University Committee Reports

- None

7.0 College Committee Reports

- None

8.0 Adjourned at 2:32.

PC Spring 2018 Meeting Schedule :

Wednesday, March 21, 2018, 12:30 - 2:30 pm, EBA 342

Wednesday, April 18, 2018, 12:30 - 2:30 pm, EBA 342

Wednesday, May 16, 2018, 12:30 - 2:30 pm, Faculty/Staff Club

Executive Committee for AY 2017 - 18:

Chair – Bonnie Kraemer, SPED

Secretary – Lisa Lamb, STE

Member at large – Colette Ingraham, CSP