

## COLLEGE OF EDUCATION COUNCIL

September 25, 2006

**12 noon – 1:30 p.m.**

533E DeGarmo Hall

**Present:** M. Angell, C. Barr, A. Bohn, K. Clesson, B. Conant, L. Lyman, G. O'Malley, D. Shelden, B. Smith, S. Thetard, C. Toledo, E. Watts,

**Absent:** D. Dean, J. Pacha, G. Peterson-Karlan

**Guests:** Stefanie Lee Berardi

### CALL TO ORDER

B. Smith called the meeting to order at 12:05.

### COMMENTS

B. Smith informed members that they will receive the agenda and “minutes to be approved” electronically. She requested that members print these out and bring them to the meetings.

### MINUTES

B. Smith asked members to review the minutes. She asked for corrections; there were none. She then asked for a motion to approve the minutes from the August 28, 2006, meeting. B. Conant moved to approve the minutes. G. O'Malley seconded the motion. The minutes were approved with no corrections and two abstentions (E. Watts and A. Bohn, who were absent at the August 28, 2006, meeting.)

### INFORMATION ITEMS

**Sesquicentennial celebration and COE publications:** S. Lee Berardi from the Dean's office presented Dean Curtis's wishes related to COE involvement in the university's sesquicentennial celebration. S. Lee Berardi explained that Dean Curtis would like a strong COE representation during sesquicentennial. S. Lee Berardi pointed out that the Dean would want the college story told in ways that complement what the university is doing while also highlighting its unique place in the university's history. After some discussion the council decided on forming an ad hoc steering committee of College Council members who will then return to departments and units to recruit others to work on the college's sesquicentennial events planning.

B. Smith asked for a motion to establish a steering leadership group to lead that ad hoc committee. S. Thetard made that motion. M. Angell seconded the motion. The motion passed unanimously. The steering leadership group for the ad hoc committee will include B. Smith, Chair (C&I); S. Thetard (Lab Schools), D. Shelden (SED), and a representative from EAF (Linda Lyman will recruit and provide B. Smith with the name).

**Demographic Data:** The council decided that it was important and appropriate to study recruitment and retention of faculty and staff in the college. Council looked at the data provided by Human Resources and determined that more detailed information was needed. Council discussed ways to gather that data. B. Smith will contact Institutional Research for data. She will contact both HR and the Provost Office for any exit interview data from departed COE faculty and staff. Council members suggested surveying departed faculty and staff to learn why they left. Another

suggestion was to survey current faculty and staff to learn what keeps them here and what will continue to keep them here. B. Smith will look into how these surveys may be conducted and report to the council.

**Committee Makeup:** The council decided to talk to Chairs of committees about their work and the number of faculty and unit members needed to get that work done. B. Smith is going to make that contact.

#### **DISCUSSION ITEMS**

**Procedural Issues:** B. Smith told council that M. Angell had requested that council discuss procedural matters and asked M. Angell to present the issue. M. Angell requested that council follow its procedures. B. Smith pointed out that council follows Robert's Rules and will continue to do so. M. Angell requested that council have discussion and move such items to action at subsequent meetings. B. Smith noted that while that may be stated, council can have discussions and move such discussion to action at the same meeting. B. Smith also acknowledged that council may decide to postpone deliberation on a discussion item until a future meeting if that is warranted. M. Angell requested that agenda items be sent out before meetings and that only approved minutes be shared with non council members and that unapproved minutes will have "minutes to be approved" on them. B. Smith reiterated that the agenda and "minutes to be approved" will be sent electronically on Wednesday or Thursday preceding the meeting. B. Smith reminded members that personnel matters discussed by the group are confidential and should remain so.

#### **ACTION ITEMS**

None

#### **ADJOURNMENT**

M. Angell moved for adjournment. K. Clesson seconded the motion. The motion passed and the meeting adjourned at 1:25 p.m.

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