

**COLLEGE OF EDUCATION
EXECUTIVE LEADERSHIP COUNCIL
September 22, 2016**

AGENDA

Welcome

Julie Baker: Introduction of Bailey Phonsnasinh

Jennifer Shank:

Update on Accessible Syllabi

Update on Budget Shortfall Options

Curriculum Changes

C & I – Dr. Jeremy Wendt

1. Memo Graduate Catalog Updates June 2016
2. Memo Undergraduate POS changes September 2016
3. Proposed Catalog Changes, College of Education
4. Proposed Catalog Changes Program: Exceptional Learning

Julie Baker:

Academic Misconduct Policy & Procedures

(E-mail sent to everyone on July 11th from Dixie)

Other Such Matters

MINUTES

Present:

Jennifer Shank, Julie Baker, Lisa Zagumny, Barry Stein, Christy Killman, Jeremy Wendt, Kim Winkle, David Larimore, Carl Owens, Chuck Craig, Nikki Christen, Chris Benedict, Derek Wynn, Wendy Mullen, Amy Brown, Dixie Ashburn

Introduction of Ms. Bailey Phonsnasinh: Press releases

Dr. Jennifer Shank: Dean's Council updates

Accessible Syllabi: Make certain all syllabi accessible. Syllabi for Fall have to be prepared by November 18th and accessible by loading into a SharePoint site set up by

Dr. Huo's office. Spring syllabi are to be uploaded by January 2017. The ASA or GA can upload the syllabi for the faculty.

Update on Budget Shortfall Options: The College of Education was short \$10,031.00. Re-occurring funds must be used to pay this amount back, we cannot use temporary funds. Given to end of day on Tuesday to decided where the money is coming from and sent to Carol Holley.

1. Enrollment numbers
2. Cost of Instruction
3. % of Cost of each Unit using total budget
4. Money in lapse lines

Budget subcommittee will decided which plan to go with

Curriculum Changes:

1. Memo graduate catalog updates june2016 – J Went motion/L Zagumny 2nd/all approved
2. Memo undergraduate POS changes September 2016– J Went motion/L Zagumny 2nd/all approved
3. Proposed catalog changes, COE – L Zagumny motion/J Baker 2nd/all approved
4. Proposed catalog changes program, Exceptional Learning – L Zagumny motion/J Baker 2nd/all approved

Julie Baker:

Faculty and Chairs should go back and review the Policy and Procedure s of Academic Conduct. Make certain to let Julie know if you have an issue with a student. Instructor may give an "F" for the class or "0" for grade or reduced grade. One person per department and alternate for a Misconduct Committee. Send names to Julie.

Other Such Matters:

TECH PRIDE ROOM AT 11:00AM FOR SCHOLARSHIP GATHERING.

Jennifer's handout explained carryover funds. You are getting your carryover back.

TAF Funds and the use of the funds for 2016-2017

Meeting Adjourned