COLLEGE OF EDUCATION COUNCIL

April 25, 2022

**12:00-1:30 pm**

**DeGarmo 551**

**Zoom Link: https://illinoisstate.zoom.us/j/96196963730**

**Attendance**: James Wolfinger (Dean), Robyn Seglem (TCH, Chair), Kristina Falbe (TCH, Vice-Chair), Gavin Weiser (EAF), Melinda Snodgrass (SED), Jeongae Kang (SED), Sarah Ballard (SED, Secretary), Amanda Quesenberry (TCH), Stacy Otto (EAF), Phyllis McCluskey-Titus (EAF), Kara Hirano (SED), Erin Quast (TCH), Rochelle Borden (SED Student Rep)

**Guests in attendance:** Stacy Jones-Bock, Kristi Sutter (Lab Schools)

**Members not in attendance:** Andy Goveia (Lab Schools), Jamillah Gilbert (EAF Student Rep), Mike Jones (Lab Schools), Livi Swiech (TCH Student Rep),

1. **CALL TO ORDER**

Robyn called the meeting to order at 12:03

# APPROVAL OF THE MINUTES FROM MARCH 28, 2021 MEETING (GENERAL Consent)

Minutes were approved by general consent.

# information Items

* Hall of Fame/Outstanding Young Alumni Award (Stacey Jones-Bock)
  + Committee met last week to go over different applications received.
  + The committee received one young alumni nominee, who is within the 10-year limit, and decided to recommend them for the award.
  + Seven applications for the Hall of Fame were received. Two applicants will not be recommended for awards.
  + Committee member Dianne Renn suggested the creation of a Legacy Award to recognize alumni who do not meet Hall of Fame requirements but have long-term dedication. The committee recommended two applicants for a new Legacy Award.
  + Robyn asked CC if there were any questions or concerns regarding creating the Legacy Award.
  + Phyliss asked if they were still accepting applications. Stacey clarified that the applications were closed.
  + Stacey also shared the potential for creating a Teacher of the Year award, drawing from alumni.
  + Robyn asked CC if there were any questions or concerns regarding creating the Alumni Teacher of the Year Award.
  + Rochelle asked if the award is for each COE Department. Stacey clarified the award would be for alumni and teachers in the field.
  + Phyliss moved to add the Legacy Award. Amanda seconded.
  + Passed: 13 for, 0 opposed, 1 abstention.
  + Amanda made a motion to add the Teacher of the Year award for alumni. Gavin seconded. 12 for, 0 opposed, 2 abstentions.
* Textbook Exchange Update (Kristina Falbe)
  + Kristina provided an update as follows: Wes indicated that there is room in basement and shelving. Additional shelving can also be obtained at the surplus.
  + Phyliss attempt to contact the bookstore but did not hear back and will follow up again.
  + Rochelle raised a concern that a student can only take a textbook if they give a textbook. The proposed model may exclude freshmen and rented textbooks nothing to give. Rochelle indicated the preference to be able to also gift a book to a student in need, who may not have a trade-in to give.
  + Dean Wolfinger proposed running a virtual-exchange model as opposed to a co-op model 2-3 times a year to simplify the process and organization.
  + Stacy Otto indicated that she appreciated Rochelle’s point and that it should be an organizing principle.
  + Robyn asked for additional input. None was given.
* Livetext Update (Kristina Falbe)
  + Kristina reported as a member of the CTE Adhoc committee on e-portfolios, providing an update that the committee was unable to onboard a new Livetext program due to the new LMS.
  + Two LMS systems are being recommended: Canvas and Brightspace D2L. The new LNS will provide a Livetext alternative once adopted to keep cost down.
  + Funding was also allocated so that students do not need to pay for Livetext for next Fall/Spring. 85K was set aside to buy the new system; 82K was used to pay for Livetext on behalf of students, one time only.
  + Kristina asked everyone to share with students not to purchase Livetext for Gateway.
  + Phyliss asked if a student purchased already, can they return it? Kristina clarified TechZone has a two week return policy.
  + Jeongae clarified semester terms students will receive Livetext at no cost. Kristina reiterated next year, Fall and Spring.
  + Rochelle asked if another program would need to be purchased. Kristina indicated that the new Livetext alternative will be a part of the new LMS.
  + Robyn asked for remaining questions or thoughts around Livetext. None.

1. **ACTION ITEMS**

* Council Executive Committee (Robyn Seglem)
  + Robyn provided the ballot to CC to vote for vacancies for Chair, Vice-Chair, and Secretary. A vote was taken. Results were shared at end of the meeting.
  + Results: Chair: Kristina Fable, Vice-Chair: Sarah Ballard, Secretary: Kristi Sutter

# DISCUSSION ITEMS

* College Council Subcommittees & Shared Governance (Robyn Seglem)
  + Goal 1: Collect and analyze trends in recruitment/retainment of faculty/students of color.
    - Erin provided an update. Analyzing demographic data received by Stacey Jones-Bock. CMAST data will be used to report on faculty attrition. Another potential data source is a satisfaction survey after faculty attrition. Sub-committee is moving forward.
    - No questions.
  + Goal 2: Develop global minded education sharing hub.
    - Kristina provided an update. The University has a website option that can be utilized. Sub-committee is moving forward.
    - No questions.
  + Goal 3: Creation of a teaching and research database.
    - Kara provided an update. Examining Digital Measures to see if it can help generate reports. Also working to identify funding to support interdisciplinary teaching and scholarship.
    - No questions.
  + Goal 4: Create a system of compensation for mentorship.
    - Melinda reported on the sub-committee’s progress on gathering information from other institutions. This information will be compiled and passed on to the next sub-committee group.
    - No questions.
  + Goal 5: Develop procedures/guidelines to address issues of equity in the publication of contributions/accomplishments of faculty, staff, students, and alumni.
    - Stacy and Amanda reported that they have met with Andy and Dakesa to review policies and procedures of equity in the publication of faculty, staff, and student alumni.
    - No questions.
* Discussion Points for New Dean (Robyn Seglem)
  + Dean Wolfinger suggested that CC compile a one-page to provide the new Dean contextual information, a two-track conversation, such as things we take pride in, and a couple of challenges.
  + Robyn opened the floor.
  + Rochelle shared a concern that there may be hyperfocus on graduate students in COE, suggesting an increased focus on the undergraduate experience to promote retainment as well as future recruitment of current undergraduates as future graduate students.
  + Amanda clarified if this is specific to CC. Dean Wolfinger responded this is an opportunity to share with the new Dean the culture/structure/work of the committees.
  + Stacy shared we are the body responsible for putting together a strategic plan. Stacy emphasized the importance of making the work realistic and feasible to make the most significant difference, versus too grandiose and less achievable.
  + Dean Wolfinger concurred with Stacy and added that it is important to come together as a collective on what we want to focus on.
  + Rochelle indicated that student knowledge is important because most do not know that CC exists or even what a dean does making it difficult to provide student representation.
  + Melinda shared it will be important to highlight to the Dean different committee loads and scheduling challenges that impact shared governance work, to advocate at the university level.
  + Amanda indicated it will be helpful for the Dean to understand what our committee structures look like and then to Rochelle’s point what they do. What do we (faculty, staff, students) represent? What does our administration do and what do they represent? When students see there are multiple deans it blurs that message. We want to make sure that message is transparent to lots of stakeholders.
  + Phyliss added it is a struggle because people do not know what CC does and can do. It is a good time to get us on one page.
  + Erin added this speaks to how we value shared governance. We have a lot of expertise internally; how can we value that as we move forward. It will also be important for the Dean to understand how uniquely positioned the COE, not just at the university level but also in the state.
  + Dean Wolfinger added the prominence of the COE is an opportunity to shape policy. A lot of shared governance takes place in committees. It is the bread and butter of what you do at a university. A great responsibility, challenge, and opportunity. We are poised and have put resources in a lot places to move forward.
  + Robyn asked for committee members to email information for the new Dean for compilation.
* Curriculum Handbook (Stacy Otto)
  + Stacy provided background information and the purpose of the curriculum handbook.
    - A couple of years ago the College Curriculum Committee (CCC) laid and formalized policies. Almost nothing is codified. Recommending to CC steps to make transparent all curriculum policies and procedures.
    - There is little to no documented curricular policy, an issue that has been raised in the Units and at the UCC. No document creates concerns about transparency and fairness.
    - The curriculum handbook positions Units at the top with a model COE mission in all curricular processes. The purpose of the handbook is to reduce the time for completion and approval of proposals, eliminating additional back and forth because proposals are incomplete or unclear.
    - The handbook does not call for uniformity and is based on an understanding that curriculum processes are different in each unit, and the Unit is the expert in that. The handbook is aligned with ISU’s curricular form system.
    - Stacey Jones-Bock’s office is going to provide assistance to complete an interactive form chart.
  + Dean Wolfinger asked about the intersection the CCC sees between it’s work and the Council for Teacher Education (CTE). The Dean shared there is a common feeling among faculty that although COE has the bulk of students, things are forced onto COE by CTE. There is a need for better communication with CTE.
    - Stacy responded ideally having a liaison on CTE as well as staying connected to the UCC would be beneficial.

# WORKING ITEMS

* None

# dean’s Report

* This is last report from Dean Wolfinger, who shared warm wishes for CC’s future partnership with the incoming Dean.
* The Dean shared an email will be sent out with all announcements for student award winners, new faculty, staff, and administrator hires, and funded grants. Dean Wolfinger expressed enthusiasm for the great faculty, staff, and administration coming in.
* The Teach for Tomorrow Signing Ceremony anticipates 40-50 students, majority Latinx.
* The retirement celebration is tomorrow night. Please come to celebrate our retirees.
* Finally, Dean Wolfinger expressed pleasure and gratitude for working with CC, emphasizing that CC is the place where shared governance happens the most and the real business of the college can take place. “Never underestimate what a college council can do.”

# Adjournment

Prior to adjournment, Robyn shared CC received Bylaw revisions last week which will need to be addressed in the Fall. Council thanked Robyn for her service as Chair. Erin moved to adjourn at 12:29 and Gavin seconded.

NEXT MEETING: August 2022!