COE Senate Meeting
November 05, 2010
(3237 Benjamin 9:00-11:00)

Chair: David Imig
Chair-Elect: Nelly Stromquist
Secretary: Paul B. Gold

MINUTES

Senators in Attendance

1. Alberto Cabrera, EDHI
2. Bob Croninger, EDPS
3. Paul B. Gold, EDCP
4. Gary Gottfredson, EDCP
5. Latisha Hall, Administration Representative
6. David Imig, At Large
7. Brenda Jones Hardin, EDHD
8. Elisa Klein, EDHD
9. Connie North, At Large
10. Andre Rupp, EDMS
11. Kasra Sotudeh, Graduate Student Representative
12. Debbie Speece, EDSP
13. Jean Snell, EDCI
14. Nelly Stromquist, EDHI
15. Christy Tirrell-Corbin, At Large
16. Marvin Titus, EDHI
17. Linda Valli, EDCI
18. Mike Wiznizwski, Undergraduate representative
19. Frances Woods-Suku, Staff, COE Dean’s Office

Senators Absent

1. Betty Malen, EDPS
2. Bob Mislevy, EDMS
3. Sherril Moon, EDSP

Invited

• Donna Wiseman, Dean
1. STATE of the COLLEGE of EDUCATION

Donna Wiseman, Dean

A. Updates on Campus and College Developments

New Faculty Lines/New Positions

• Positions supported by reallocated funds from Provost

Search Committees Update

• Recruiting proceeding expeditiously
• Large number of applications from highly-qualified people

Undergraduate General Education

• Council of Chairs’ completed survey of courses for general education curriculum
• Many courses suggested
• Faculty board to choose which suggested courses to nominate
• Call to be issued for volunteers for committee

B. COE Reorganization Status and Proposals

Latest Draft Proposal for Restructuring

• Revision includes extensive content from SROC Report
• Modeled on proposal submitted last year
• Dean will devote next week to finalizing the proposal
• Document builds on the successful mergers of other colleges on the campus

Deadline 11/20/2010 COE Reorganization Proposal to APAC (with presentation to APAC on 12/6/2010)

C. Vision Statement

• COE Assembly 10/01/2010 solicited suggestions from members via informal workgroups
• Three larger groups debated emphasis of advocacy, research
• Steering Committee to review current draft on Tuesday 11/09/2010
• Dean will include the vision statement in the submission to APAC
D. Joint Committee on a Name Change

Allen Wigfield is chairing an ad hoc joint committee to solicit suggestions from faculty and summarize in a report to the COE Senate and Dean’s Office by December 3, 2010

2. COE PLAN of ORGANIZATION

COE Senate Ad Hoc Committee for Revising COE Plan of Organization
Progress Report

Committee Members

1. Senators: Gary Gottfredson, Jean Snell, Nelly Stromquist
2. Ex Officio: Bob Lent

Committee distributed summary of proposed changes to the COE Plan of Organization to senators in attendance

Bob Croninger Motion
Accept Working Draft of Revised COE Plan of Organization

Motion Agreed to: Yes: 19; No: 0; Abstain: 0

Highlights of Proposed Changes to COE Plan of Organization
Discussion

I. College of Education Assembly (CEA) (2011-2012 Academic Year)

CEA Membership

- **Faculty:** emphasize that membership not limited to Tenure Line Faculty only, and prior eligibility criterion of two-years of service removed

- **Tenure Line:** all with greater than 0.50 FTE, because university rules permit faculty to vote in only one “home” department. (David to check with University the definition of “faculty” for purposes of departmental participation and need for departmental affiliation.)
- **Professors of Practice**
- **Research Faculty** (Assistant, Associate, Full)
- **Research Associates**
- **Lecturers, and Senior Lecturers**
Staff: all other employees who are:

- Currently appointed & employed by the COE for greater than 50% time, and
- Who do not need to be reappointed every year

Students

- All undergraduate students enrolled full time in a COE program
- All graduate students enrolled at least 50% of full time

CEA Meetings

- Two regular meetings: one per semester

II. College of Education Senate Delegates (2011-2012 Academic Year)

1. Faculty Delegates: Total = 13

   A. Departments Total = Nine (9)

   - Three (3) faculty elected by each of the three (3) new departments pending approval of COE Reorganization Proposal by the University of Maryland Central Administration
   - Rationale for increasing departmental representation: from two (2) to three (3): given that COE’s number of departments will be reduced from seven (7) to three (3), more senators from each department is necessary to preserve optimal size of COE Senate
   - Term of Office: two (2) years

   B. At-Large Delegates Total = Four (4)

   - Chair
   - Chair-Elect
   - Two (2) additional faculty
   - Term of Office: one (1) year—rationale—ensure “popular voice” of the faculty will be heard more broadly and frequently

2. Staff Delegates: Total = 13

   - Increase Representation: from one (1) exempt & one (1) non-exempt to one (1) nonexempt and two (2) exempt
   - Term of Office: two (2) years

3. Student Delegates:

   - Graduate students: Total = 9
COE Senate 11/05/2010 Meeting Minutes

- **Pool**: drawn from those enrolled in COE programs on 04/15 of each calendar year; must be enrolled greater than 50% time (as defined by the Office of the Dean of Graduate Studies)
- **Ineligible**: those who will be graduating before the end of their one (1) year term; those who have not yet matriculated
- **Number**: increase from two (2) to three (3) from each department
- **Term of Office**: one (1) year and may stand for re-election

- **Undergraduate Students**: Total = 9
  - **Pool**: drawn from those enrolled in COE programs on 04/15 of each calendar year; must be enrolled 100% time (as defined by the Office of the Dean of Undergraduate Studies)
  - **Rationale for increase in number**: from six (6) to nine (9) same as for faculty delegates—(see above)
  - **Elected at large**
  - **Term of Office**: one (1) year and may stand for re-election once

4. **At-Large Delegates—Term of Office**

- **Term of Office**: one (1)—rationale—ensure “popular voice” of the faculty will be heard more broadly and frequently
- **Students**: may now stand for reelection; deletion of one-year term restriction

5. **Ex-Officio Delegates (non-voting)**

- **COE Faculty serving on University Faculty Senate**: rationale—enhancing the COE Senate’s role as a clearinghouse of information bearing upon COE policy making
- **Ex-officio Representation of Other College Delegates to Campus Committees**

6. **Elections**

- Change voting procedure to electronic (website) from e-mail

III. **COE Senate Committees—Proposed Changes**

1. **General issues**

- **Streamline processes** without disrupting the entire COE Plan of Organization
- **Committee Structures/Functions**: shift to COE Plan of Organization Bylaws to simplify and expedite modifications
- **Each Standing Committee’s charge**: define with advice and consent of the COE Dean
- **Other minor, non-substantive changes**: needed to ensure consistency between COE and University Plans of Organization
2. COE Senate Steering Committee

- **Elections—Change in Procedures**
  - **Existing Procedure:** COE senators in 2nd year of 2-year term automatically become members
  - **Proposed New Procedure:** each of the three new departments elects one faculty member to serve
  - **Rationale:** increase departments’ voice on committee membership

- **Membership:** Total = 9
  - Chair of the Senate
  - Chair-Elect
  - 3 Faculty members: 1 elected senator from each of the three new departments designated to serve on Steering Committee
  - 1 student representative
  - 1 staff representative

- **Steering Committee Role:** = Faculty Advisory Committee (per University of Maryland Plan of Organization [no change])

3. COE Senate Nominating Committee

- **Clarification of Nominating Roles**—selecting slates for election to COE Senate
  - At-Large faculty, staff and student delegates
  - Chair and Chair-Elect of the Assembly
  - Student voting members of the assembly
- **Student Delegates:** ensuring adequate number of students stand for election
- **Securing consent of nominees**
- **Disseminating information about nominees to CEA**

4. Faculty Development Committee: may be co-chaired by tenured and tenure-eligible faculty

5. Committee on Undergraduate Education and Initial Certification

- Charges for both committees require extensive effort
- Consider creating a separate committee for each charge
- Defer discussion to 12/03/2010 COE Meeting

**CEA Procedures for Amending COE Plan of Organization**

1. **ByLaws Amendments:** majority vote recommended; current policy is two-thirds
2. **Defining a Quorum:** majority CEA members, after quorum met (50% CEA present as a majority)
IV: Procedures for Calling CEA Special Meeting to Review Proposed Changes to COE Plan of Organization

1. **COE Senate**: majority vote required to call CEA Special Meeting

2. **Announcement of CEA Special Meeting**: all CEA members notified two weeks in advance of proposed meeting (proposed 11/19/2010)

3. **Agenda of CEA Special Meeting**: prepare faculty, staff and students for the proposed resolution to adopt the new Plan of Organization for the College

4. **Quorum for CEA Special Meeting**: 50% of CEA membership—but vote need not be taken during the meeting

5. **CEA Vote in COE Plan of Organization**: electronic vote within ten class days (propose 11/19 to 12/06/2010)

6. **Threshold for Passing/Approving/Affirming Resolution**: two-thirds of CEA members casting ballots

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**Further Revisions of COE Plan of Organization**

**Bob Croninger Motion**

1. Accept recommendations made in this meeting for revising COE Plan of Organization

2. Charge Ad Hoc COE Senate Ad Hoc Committee to incorporate new recommendations into the next iteration of the COE Plan of Organization

   - Membership of College of Education Assembly (CEA)
   - COE Senate Delegate Apportionment
   - Committee Structures/Functions: clarification and movement into ByLaws
   - Procedures for Requesting Special CEA Meetings
   - Voting procedures

**Motion Passes: Yes: 18; No: 1; Abstain: 0**
COE Senate’s Role

1. **COE Senate Roles—Options considered**
   - The three new Departments will submit their Plans of Organizations by middle of the Spring 2011 semester
   - COE Senate will review these plans to ensure consistency with the COE Plan of Organizations (Bob/Nelly checklist) (when? First 2011 meeting—02/2011?)

2. **Nominations to APAC, PCC, APT, University Senate**
   - Procedures for nominating these representatives will be retained in each department
   - Or single group with all 3 functions within each department

3. **Implementation of Department Plans of Organization**: 5-yr transition window—applies to Appointment/Promotion/Tenure Policies and Procedures

### 4. COE SENATE COMMITTEE REPORTS

1. **Community Building** (Judith Torney-Purta, David Imig, Co-Chairs)
   - Consider 1st/2nd Friday, 02/2011 to hold event?

2. **UG & Initial Certification**: (Christy Tirrell-Corbin, Co-Chair)
   - 1st meeting to held on 11/09/2010

3. **Committee on Faculty Development**: (Andre Rupp, Betty Malen, Co-Chairs)
   - **Promotion & tenure within the reorganization process**
     - Tenure-track faculty met, in October, with colleagues who were recently promoted/tenure, & COE APT committee representatives
     - Tenure-track faculty will meet a second time with Dean Donna Wiseman during the Spring 2011 semester (date to be determined)
   - **Noted request for SPARC funding meeting**
   - **Committee will be co-chaired**: one tenure-track senator (Andre Rupp, Chair) and one tenured senator (Betty Malen, Co-Chair)
   - **Committee membership**: Questions raised during the meeting
     - Should members have rotating, terms?
     - Should representation be by department? If so, should there be a combination of a tenure track and a tenured faculty per department x 3 departments = 6?
   - **Decision on committee membership**: deferred until Spring meeting and a shift to bylaws including responsibility for naming the chairs.
4. Committee on Graduate Education
   • Liaison representative to the Graduate Committee from the Senate reported on recent work of the Graduate Committee, including their efforts to gain approval for the Ed.D.-Ph.D. distinction.

5. NEW BUSINESS

1. Modification & alignment of By-Laws to bring consistency across COE committees
   • Needs to be a primary assignment of the Senate in 2011
   • One example: role that formal liaisons could play between COE Senate & established committees
   • The same team that worked on the POO (Gary Gottfredson, Jean Snell, Nelly Stromquist) will be working on the By-laws.
   • COE Senate will draw upon experiences of Bob Croninger, currently serving as liaison to the Graduate Committee, & Marvin Titus, currently serving as the liaison to the Outreach Committee, to inform our efforts

2. Budget Committee: Marvin Titus and Nelly Stromquist noted that they need more representatives to serve on the Budget Committee once it is charged

Meeting Adjourned: 11:00 am

6. Minutes of COE Senate 11/05/2010 Meeting

Minutes Submitted: Paul B. Gold, Secretary

Motion to Approve 02/04/2011

Motion Passes: Yes: 15; No: 0; Abstain: 0