

**COE Academic Affairs Committee  
October 5, 2006 Meeting Minutes**

Attending: Steve Harbstreit, Warren White, Ken Hughey, Diane Murphy, Kyle Johnson, Paul Burden, Mike Perl, Teresa Miller.

The meeting was called to order by Steve Harbstreit. A brief discussion followed regarding the electronic vs. paper printouts of the forms, etc. Both electronic and paper versions of the minutes, agenda, changes and forms will be sent out prior to the meeting, but any reminders will be only electronic.

It was moved by Warren White and seconded by Ken Hughey that we approve the Department of Special Education, Counseling and Student Affairs **course change request and UGE proposal for the Healthful and Safe College Life course (EDCEP 103)**. The motion was approved with change requested of removing “a key part of an approved program in COE” from the bottom of the first page of the change form.

Ken Hughey moved and Warren White seconded a motion for approval of the **proposed course changes for Agricultural Education (EDSEC 260/Agricultural Construction; EDSEC 262/Agricultural Structures; and EDSEC 264/Agricultural Power)**. Discussion followed. Steve Harbstreit explained the background regarding the request and the parallel process going on with the College of Agriculture. The classes would be taught at alternate locations where lab space would be available. Instructors would be adjunct professors. Changes were suggested for the syllabi to “provide students with theory” instead of *theoretical basis*, and the tardy percentage to 100% reduction (instead of 0%). The motion was approved.

Paul Burden moved and Warren White seconded a motion to approve **the changes for the C&I Reading Endorsement courses**. Discussion followed. Paul Burden reviewed the forms and the compliance issues related to meeting the new state requirements for the Reading Endorsement. As they made those changes, they also updated the other courses as to titles, prerequisites, and sequencing. Wording changes were suggested for EDCI 975/Internship to change “carrying out related professional development” to “conducting professional development”; and changing “valid 5 year license” to “professional teaching license” on the Proposed Changes form. The motion was approved.

It was moved by Ken Hughey and seconded by Paul Burden that the **curriculum changes for Agricultural Education** be approved (though it will be green sheeted by the College of Agriculture). The motion was approved with the revision in sequencing of wording to “knowledgeable, ethical, caring, decision-makers.”

Paul Burden moved and Diane Murphy seconded that the **curriculum changes for the reading specialist endorsement** be approved. The motion was approved with changes to format (omitted sections lined through; additions underlined).

It was moved by Warren White and seconded by Ken Hughey that the **departmental name change for the Department of Special Education, Counseling, and Student Affairs** be accepted. Diane Murphy reported that the departmental name change procedures were being reviewed, but since there really weren't any course or curriculum changes, only a merging of academic units, the procedures may be revamped. She will report back to us as to any further information or action needed from this committee.

The meeting was adjourned.

Respectfully submitted,

*Teresa Northern Miller*

Teresa Northern Miller, Secretary