

**COE Academic Affairs**  
**Minutes for December 6, 2007 meeting**  
**8:30 a.m.**

Attending: Steve Harbstreet, Jan Wissman, Diane Murphy, Marjorie Hancock, Ken Hughey, Warren White, Mike Perl, Catherine Maderazo, Brad Burenheide, Teresa Miller

The meeting was called to order and the minutes were approved as presented.

- **DED 318.** Instructional Media and Technology-name change to Educational Technology for Teaching and Learning. Discussion included questions about whether this was actually a major change (course revamped) rather than a minor change (title). The course would also impact both Elementary and Secondary Education departments—Elementary has already met about it and it's on the agenda for the next Secondary Education meeting. To meet the Fall 08 date, it would need to go to Executive Committee and Faculty Assembly soon and we won't have another meeting until February. New description needs to be clarified—'access and diversity' is not easy to understand the meaning. There was no vote, which leaves this item on the table.
- **EDEL 473/Mathematics Methods: K-6.** Add 'and MATH 320' as prior or concurrent enrollment. Rationale should be revised, start time should be changed to Spring 09. If students have filed a Program of Study, we have to honor their enrollment; many students likely don't know about this change. No action was taken, the change was referred back to the department.
- **EDCI 740**—Again, this isn't a minor change—there are no common statements in the new request, but it may be due to the form that does not allow other categories to be checked. A course title revision was suggested, with approval pending department acceptance. [The original title/course has already been disseminated and the department requests that the title stand.]

The committee reviewed the new forms for the ISIS system to go into effect later in the year.

The new website information was reviewed. Faculty Governance has been added under Our College and includes Faculty Assembly, meeting dates, minutes, standing committees, including Academic Affairs, members, dates, syllabus checklist, course and curriculum resources, routing policies, catalog entry preparation and forms, sub committees, and all old green sheets are archived. It was suggested that we might try to reduce the number of clicks needed to get to forms, and possibly move the Faculty Governance information to the Faculty and Staff section.

**Reminder:** Reports due in February from the Academic Review Committee; March from Teachers Education Advisory Council, and in April from the Program Coordinating Committee.

No other items were brought forward. The meeting was adjourned.

**Next meeting:** February 7, 2008, and will include election of a new chair.