Service Artifact 1
Deans Faculty Advisory Council (DFAC) and Advanced Program Council (APC)
College Service

This artifact includes:

- Minutes from May, 2009, noting my election as chair of DFAC
- 2010-2011 DFAC membership roster
- 2011-2012 APC membership roster
- APC minutes and agenda for September, 2011 meeting
I. Motion to approve the minutes of April 10, 2009, was made by Judy and seconded by Marti. Motion approved.

II. Dean’s Evaluation – Update
Savilla, Carney and Jackie met for about 15 minutes with Dr. Gromko. The discussion went well. The numerical results and comments to the open ended questions were provided to the Interim Provost. Roz found the comments informative and constructive, and at the same time some statements were contradictory.

III. Dean’s Update
1. **2008-09 Faculty Searches:** Of the 10 searches in EDHD for 2009-10, there are six hires and maybe seven with one additional position under consideration. One of these searches was closed by Roz because the top candidates were not a good match. One of the searches was closed by the hiring Unit because of lack of sufficient applicants.

2. **Reconfiguration:** No one knows what the reconfiguration will look like. The model that is being utilized to form a new unit will be interdisciplinary with an attachment to one of the University Centers of Excellence will be mandatory. The only savings will be from reduced administrative costs. There will be another retreat in June to continue the reconfiguration discussion. President Cartwright will determine the reconfiguration with a lot of input.

EDHD will be getting the cohorts, but the when and the how need to be decided. Continuing Education has not provided complete information on the costs of the indirects from the cohorts which may have an impact on the budget submitted by EDHD to the Provost for funding. Currently, 67% of the fee paying graduate students are enrolled in EDHD’s cohorts.

3. **Budget Cuts:** Searches for 2010-11 will require sitting on open lines so there will be enough funds to cover a sufficient cut.
4. **EDHD Dean’s Search:** The search for the Dean of the College of Education and Human Development will occur next year. It could start in August if a new Provost is hired by this date. If later, the search may begin in January, but it could be problematic. There are so many unknowns.

5. **Provost Search:** On May 21 and 22 there will be 11 Provost candidates interviewed at airports. Of this number, 3 to 5 candidates will be invited to visit the BGSU campus. There is a very strong pool of candidates.

6. **2009-10 College Meetings:** Since Dr. Cartwright will not be giving an opening address, the College will have opening day activities with donors invited to the ceremonies. Donors or potential donors for the Higher Education and Student Affairs, Apparel Merchandising and Product Design and Sports Management programs should be considered for and invitation to the Fall Opening Day for the College. There may be advocates for these programs that could moved to donor status. More involvement from units/program individuals will be required.

   **November 13th, 2009**
   **March 19, 2010**
   **Both from 8:30 a.m. – 1:30 p.m.**
   **Faculty prefers Stone Ridge Golf Course**

   The Fall meeting will have the new Provost or Interim Provost; Vice President for Student Affairs along with Sandra MacNevin, and the new BGSU lobbyist from Columbus. Roz will discuss the meeting with Sandra.

7. **Ideas to spruce up Opening Day Program**

   **Brunch**
   A Hundred Years for the College – include retirees that have 1,000 years of service; who provide deep roots and deep history - this could coincide with B.G.S.U.’s centennial celebration; poster sessions around the parameters of the room with standardized posters from Lee Floro Thompson (funded by 3 colleges). Savilla will develop a technology media presentation for this program. Jackie will continue to help with this event even though her term on DFAC will end in July. Each school will be high lighted and presentation on student engagement in research will be requested. Students could become hosts. Put flyer about November 13 meeting in the Opening Day Packets.

   NOTE: FAITH CALL ED AND PROVOST FOR NOV 13TH DATE AFTER I HEAR FROM DEC WAIT TO HEAR FROM ROZ

   Jackie publicly thanked Linda Gerber for all her help with the College-Wide Picnic on May 1, 2009. She set up the tables and chairs on her own.
III. **The Service Award** An awardee will be selected by a subcommittee of DFAC. Flyers for this award will be forwarded to faculty before the end of the semester. The deadline dates on the award flyers will be corrected to October 1, 2009. The award will be given at the November 13, 2009, EDHD College-Wide Faculty meeting.

IV. Meeting was adjourned at 9:20 a.m.
DEAN’S FACULTY ADVISORY COUNCIL
2009-2010

Membership:  Membership on the DFAC is comprised of full-time faculty members representing each of the administrative units. All terms are for three years. Administrative units select their own alternates. The Dean of the College of Education and Human Development serves as an ex-officio member.

Term: Three years.

<table>
<thead>
<tr>
<th>Name</th>
<th>Term Expires</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carney Strange (HIED)</td>
<td>2011</td>
<td><a href="mailto:strange@bgsu.edu">strange@bgsu.edu</a></td>
</tr>
<tr>
<td>Savilla Banister (STL)</td>
<td>2012</td>
<td><a href="mailto:sbanist@bgsu.edu">sbanist@bgsu.edu</a></td>
</tr>
<tr>
<td>Patty Kubow*(LPS)</td>
<td>2011</td>
<td><a href="mailto:pkubow@bgsu.edu">pkubow@bgsu.edu</a></td>
</tr>
<tr>
<td>Ashutosh Sohoni (FCS)</td>
<td>2010</td>
<td><a href="mailto:assohon@bgsu.edu">assohon@bgsu.edu</a></td>
</tr>
<tr>
<td>Jacquelyn Cuneen (HMSLS)</td>
<td>2012</td>
<td><a href="mailto:jcuneen@bgsu.edu">jcuneen@bgsu.edu</a></td>
</tr>
<tr>
<td>Susan Huss (SIS)</td>
<td>2012</td>
<td><a href="mailto:shuss@bgsu.edu">shuss@bgsu.edu</a></td>
</tr>
</tbody>
</table>

Ex-officio

D. Rosalind Hammond, Interim Dean  hammond@bgsu.edu

Faith Olson, secretary  folson@bgsu.edu

*Replacing Judith Zimmerman while she serves as Interim School Director

Charge: Serve as liaisons for faculty to dean and reciprocally dean to faculty. Organize and carryout college-wide faculty meetings…traditionally one in the fall and one in the spring. Conduct evaluation of the Dean (alternately short and long protocols), summaries reported to the Provost in the spring each year.
Advanced Programs Council
2011-2012

Membership: One graduate program coordinator from each school in the College of Education and Human Development and one elected at-large member from among graduate coordinators in the College. One representative from Communication Disorders and one full-time College of Education and Human Development graduate student representative appointed by the Graduate Student Senate.

Ex-officio: Ex-officio members will include the Associate Dean for Graduate Studies and External Programs or her/his designee to Graduate Council. The second ex-officio member is only needed if no member of Advanced Programs Council is concurrently on Graduate Council.

<table>
<thead>
<tr>
<th>Name</th>
<th>Area</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dawn Anderson</td>
<td>FCS</td>
<td>2012</td>
</tr>
<tr>
<td>Savilla Banister</td>
<td>STL</td>
<td>2012</td>
</tr>
<tr>
<td>Lessie Cochran</td>
<td>SIS</td>
<td>2013</td>
</tr>
<tr>
<td>Vikki Krane</td>
<td>HMSLS</td>
<td>2014</td>
</tr>
<tr>
<td>Patty Kubow</td>
<td>EFLP</td>
<td>2014</td>
</tr>
<tr>
<td>Christina Lunceford</td>
<td>HESA</td>
<td>2014</td>
</tr>
<tr>
<td>Judith Leary</td>
<td>Graduate Student Representative</td>
<td>2012</td>
</tr>
</tbody>
</table>

Maureen Wilson – Acting Director of Graduate Studies
John Fischer – Associate Dean of Administration
APC Meeting Agenda

September 14, 2011

Welcome & Introductions

Old Business

- Review of APC Policy & Procedures Document
  - Recommendations for Revisions
- Certificate in Assistive Tech, EDIS 6000, EDIS 6890
  - Waiting for revisions per May 4, 2011 meeting

New Business

- Suspension/Inactivation of Graduate Programs (May 2011)
- Clarification of graduate program approval processes (OBOR/RACGS)

Next Meeting: Wednesday, October 12th, 10:00 to 11:30 (on call: Sept. 28)

September 28 (on call)
October 12
October 26 (on call)
November 9
December 14
January 11
January 25 (on call)
February 8
February 22 (on call)
March 14
March 28 (on call)
April 11
April 25 (on call)
APC Meeting Minutes

September 14, 2011

Present:
Savilla Banister, Chair
Dawn Anderson
Patty Kubow
Chistina Lunceford
Lessie Cochran, Minutes
John Fischer, Associate Dean (ex-officio member)

Absent:
Graduate Student Representative, Not named?
Maureen Wilson, Acting Director of Graduate Studies (ex-officio member)

Savilla began with Welcome to the new and existing members of APC.

Introduction of current members and their association in the college occurred next. Discussion followed about who would be the graduate student rep and how this person would be determined. John mentioned the number of GA for 2011-2012 dropped from previous years and if anyone was interested, he could provide exact numbers.

Another discussion followed about the difference between online and f2f classes and what this meant for these coming through the college rather than continuing ed.

May 4, 2011 Minutes were read after Savilla remembered that they had not been approved. Savilla moved that the minutes be approved; Lessie seconded (both were present at this meeting).

Old Business

Review of APC Policies & Procedures Document
Discussion about the need to read and discuss the Policies and Procedures for APC (multiple white pages handed out). Decision was made that John would bring updated copy with any changes needed due to:

1. changed duties to new associate dean’s
2. eliminate duties that were part of those for CEE
3. updates to current duties that were no longer needed

Changes would be crossed off or rephrased, as needed, plus clean version would be looked at next meeting. College faculty would be encouraged to read the APC web site to see summary of meeting and to keep updated on college happenings of APC.

Courses/Programs Changes

- EDIS Assistive Technology Certificate proposed
  - This is an abbreviated version of the AT Masters Degree
  - 15 credit hours, four required courses and one elective
  - Waiting on COBL approval; moved over to Grad College
- EDIS 6000, Language and Communication Development for Intervention Specialist course proposed
  - This was a course taught under independent study number (EDIS 6840)
  - New number was major change
  - Waiting on letter from CDIS
- EDIS 6890, Internship for Intervention Specialist course adjusted
  - This was a course previously listed under a practicum title with School Psychology; new title reflects just Special Education and internship status.
  - Slight alterations to green sheet; moved over to Grad College.

New Business

- Suspension/Inactivation of four EDIS Graduate programs:
  - Gifted Program (Endorsement and License), MEd
  - Rehabilitation Counseling Program, MA
  - School Psychology Program, Med
  - School Psychology Program, EdS
- Discussion on status of Reading Masters and Reading Specialist Program was briefly held
  - Approval of 1st reading (Inactivation) was done by Savilla; Lessie seconded. 2nd reading waived.
  - Approval of Inactivation of four programs was done by Dawn; Savilla seconded
- EDAS 6300, Leadership Practicum needs COBL approval, once that is received the paperwork can move forward without APC committee action. (Savilla contacted Judy Zimmerman and Connie Molnar. The COBL document was secured and attached. The modification was moved forward.)
- Clarification of the Program Review Process was done; some possible steps were missing from the graphic display handed out. Members were asked to seek additional information to clarify or add any missing steps. Suggested changes will be done in future meetings.
- For future meetings: Is there anything extra needed for any “new course” that might be cross-listed? What does it take to make a course cross-listed?

Meeting adjourned at 11:35 am.

Next meeting is on-call: 9/28 10:00 am.

Lessie Cochran took minutes