MINUTES
School of Education & Professional Studies Faculty Meeting
May 2, 2007
12:00—12:46 p.m. – 301 Satterlee Hall


Guests:  D. Sharpe, ballot preparer and counter, and M. Kerr, note taker.

The meeting began, following a lunch provided by the dean’s office at 11:30 a.m.

Announcements:  Lynn Hall shared that she would be circulating a petition asking the President and Provost to follow through with their commitment regarding teaching workload.

Rick Bates announced that effective at the end of the semester, Lynn Hall assume the responsibilities as chair of the Department of Literacy.

Meeting:

Ron Bretsch, the school moderator, stated that the purpose of today’s meeting is to consider and act on proposed amendments to the SOEPS bylaws, as shared in the call for the meeting.  He reminded everyone that the dean is a member, with voice and vote.  There are sixty-one voting members of the group.  Our bylaws state that one-half of the members, plus one, constitute a quorum for a meeting to be held and that a change in the bylaws require two-thirds positive vote of the membership of the school (not two thirds of “those present and voting”).  If the required number of positive votes is not obtained for any or all proposals for bylaws changes, he suggested mailing a ballot after the meeting.

The proposed changes in the earlier email are listed in the order they were received during the past twelve months. They have been put into what he thought was appropriate bylaw language.  He suggested that comments during the meeting be concise and, when possible, be kept to less than a minute.

Proposed Change A.  Proposed addition in "Article IV:  School Moderator", in the first sentence to read:

"The School moderator (or any interim or acting School moderator) will be elected by the School membership at a meeting or by a mailed nomination and ballot process, late in the previous spring semester."

There was no one who wished to amend or to speak to the proposed change.

Vote taken by show of hands:  37 yes – 0 no – 0 abstentions.

Proposed Change B.  Proposed change to "Article X: Academic Departments and Departmental Membership", in the first paragraph:

from "Early Childhood, Childhood, and General Professional Education" to "Curriculum and Instruction (B--6)".

There was no one who wished to amend or to speak to the proposed change.

Vote taken by show of hands:  32-2-0.
Proposed Change C. Proposed addition to "Article VII: Personnel Committee", as a new last sentence in the first paragraph:

"Department chairpersons will not serve on the Personnel Committee."

There was discussion, followed by a call for a written ballot. 
**Ballot** results: 26-10-1.

Proposed Change D. Proposed deletion in "Article X: Academic Departments and Departmental Membership"

Delete the fifth paragraph, "A member . . . primary department will participate."

There was discussion, followed by a **Vote** taken by a show of hands: 0-27-9.

Proposed Change E. Proposed addition to "Article V: School Committees", as a new ninth paragraph:

"For each committee meeting, a notice of the meeting be given at least one week in advance to committee members by the chairperson, together with the proposed agenda. Minutes of each meeting will be recorded by the chairperson (or by her or his designee) and will be approved by the committee at its next meeting. Minutes of the Academic Affairs Committee and the Scholarship and Awards Committee will be available from the committee chairperson to any member of the School's faculty, upon request."

An amendment by addition was offered that the minutes also be archived by the committee chairpersons in the dean’s office. After determining that there was no objection to the proposed amendment and that no one wished to speak to it, it was incorporated into the main motion.

After discussion, a **Vote** taken by a show of hands on the amended motion: 29-0-6.

Proposed Change F. Proposed addition, regarding “departmental bylaws and appropriate policies, which will include personnel policies and student appeals procedures, in "Article X: Academic Departments and Departmental Membership", as a new last sentence in the fourth paragraph.

"These will be available upon request to any member of the School."

There was no one who wished to amend or to speak to the proposed change. **Vote** was taken by show of hands: 36-0-0.

Proposed Change G. Proposed addition to "Article VI: Academic Affairs Committee", as a new sixth paragraph:

"B. approve requests for on-line courses, for hybrid courses, and for inter-departmental courses."

After discussion, a **Vote** taken by show of hands: 2-30-4.

A mailed ballot will follow immediately on any proposed change(s) not receiving at today’s meeting the necessary two-thirds approval for a change in bylaws. After thanks were expressed to those present, including our ballot counter and note taker, the meeting was adjourned.

R. Bretsch, Moderator