

COLLEGE AND GRADUATE SCHOOL OF
EDUCATION, HEALTH, AND HUMAN SERVICES

Office of the Associate Dean
Vacca Office of Student Services

Undergraduate Council Minutes
November 21, 2008

Members Present: Joanne Arhar, Dianne Kerr, Natalie Caine-Bish, Linda Pallock for Swathi Ravichandran, Natasha Levinson, Averil McClelland, Mary Parr for Andy Lepp, Alicia Crowe, Mark Krumm, and Charity Snyder.

Members Absent: Lettie Gonzalez, Alexa Sandmann, and David Dees

Guests: Scott Tribuzi, Ashtabula Campus and Lisa Froning, VOSS.

The meeting of Undergraduate Council on Friday, November 21, 2008, was called to order by Associate Dean Joanne Arhar at 10 AM in room 308D White Hall. The Minutes of the October 17, 2008 meeting were approved on motion of Averil McClelland, seconded by Mark Krumm, and unanimously approved.

TWO MEETING RULE

Dr. Arhar briefly reflected on the need to follow the two-meeting rule when proposals are being sent to both Undergraduate and Graduate Councils for review. The rule is necessary to allow for discussion between the undergraduate and graduate offices when questions regarding the proposals arise.

BACKGROUND CHECK PROPOSAL

Dr. Arhar discussed the proposed change in EHHS background check policy regarding students participating in student teaching and other field experiences. Last year student teachers were required to have background checks if it was required by their schools. This tended to be confusing because the requirement was inconsistent from school to school. As a result, the Professional Education Coordinators (PEC) recommended that students in all field experiences be required to have a background check completed prior to their experience. It costs \$55 for each background check and they are good for one year. White Hall has the facilities to provide the background checks for students across the university. It was also noted that background checks are available off-campus at a lower cost. It was explained that EHHS purchased the equipment and was paying for it through the cost of the check.

It was recommended that students have the check completed two months prior to their scheduled field experience. Dr. McClelland suggested that students be reminded frequently in classes. The question of whether the background check requirement needed to be included on the Basic Data Sheets was discussed and Dean Arhar will discuss with Therese Tillett. A question was raised about whether it needed to go to departmental curriculum committees and Dean Arhar said she would find out. The procedure for distribution of the completed background check was discussed. The results of the background check are sent to the student and the Ohio Department of Education. The student is then responsible for submitting the background check to his/her student teaching or field experience location. University faculty and staff have no contact with the student's information. It was suggested that students might be required to return confirmation of receipt of the background check from a school official. But that idea was questioned.

A concern was voiced about whether students should have choice about the ODE's receipt of the background check. After discussion, it was determined that since students have already signed a moral character statement saying that they have never committed a felony and that as a permanent teacher in Ohio, they would be required to have a background check (which would be submitted to the ODE)

DISPOSITION ASSESSMENTS

Dr. Arhar brought samples of the new online disposition assessments for the council's review. She shared the background of the disposition's development, including that the idea was first brought to Undergraduate Council three years ago, that NCATE standards contributed to the development and that the disposition assessments were developed in collaboration with faculty in EHHS and A & S. The new assessments are behavioral-based and include attributes from the Code of Conduct for Professional Educators and the NEA code of ethics. Dr. Arhar asked for the council's endorsement and a motion was made by Dr. Kerr and seconded by Dr. McClelland to endorse the new disposition assessments. All voted in favor.

CURRICULAR PROPOSALS

A. Family and Consumer Studies

A proposal to revise the Hospitality and Food Service Certificate (C107) offered on Ashtabula Campus included the removal of inactive courses, addition of entry-level management courses, and the addition of elective courses. Total program hours change will from 24 to 25. The proposal was presented by Scott Tribuzi. He cited the need to update the certificate program to reflect changes in Hospitality Management's associate's and bachelor's degree programs. The two-meeting rule was waived and a motion was made by Mary Parr to approve the proposal. The motion was seconded by Mark Krumm. All voted in favor.

B. Salem Campus

The establishment of a bridge program to the Bachelor of Radiologic and Imaging Sciences Technology Degree which will provide specific 17 – 19 credits for graduates of accredited programs in diagnostic medical sonography, nuclear medicine or radiation therapy through a certificate or associate degree program. Although Jan Gibson was unable to attend due to the weather, the council reviewed the proposal and Mark Krumm spoke on behalf of Ms. Gibson. She shared that the intent of the proposal is to use existing certification in this specialized field as a mechanism for students to receive credit for existing professional training completed. The said that the faculty are willing to support the program and that the plan is in support of the governor's stackable degrees initiative. A decision was made to waiver the two-meeting rule and Dr. Kerr made the motion to accept the proposal. The motion was seconded by Mark Krumm. All voted in favor.

The meeting was adjourned at 11:35 AM.

Minutes by Hilda Pettit, EHHS