

CET Council

Minutes

October 21, 2020 10:30 a.m., ED 120, Zoom (859 4376 6024)

Present: Kathie Good, Lee Hurren, Mary Kallus, Kari Lemke, Marshall Swafford

Approve Agenda

- Dr. Good motioned to approve, seconded by Dr. Kallus, unanimously approved

Approve Minutes

- September 16, 2020, Dr. Good motioned to approve, seconded by Ms. Lemke; unanimously approved
- October 7, 2020, Dr. Good motioned to approve, seconded by Ms. Lemke; one abstention by Dr. Swafford

Emergency Planning

- Dr. Hurren requested department call trees, Dean's office will merge into a college-wide call tree
 - Malisa will send a due date for the call tree, before final grades
- Dr. Hurren suggested active shooter training
 - Malisa will setup a meeting with Chief Mauldin

Program Review/Flagging

- Coming along for everyone

Spring Schedules

- Discussion on completing book orders
- Kudos to CET for accuracy and timeliness on schedules

Recruiting

- Dr. Good has a meeting scheduled with John Houser
- Dr. Good will work with Dr. Guerra regarding HPE recruiting

EAB

- Training scheduled for Friday, October 23, 2020

Canvas

- Discussion on the pilot training

Doodly

- Malisa will look into prices for the program
- Dr. Good suggested Drs. Viner and Wagner to pilot the software

Online Degrees

- Discussion held on exploring more online programs

- Dr. Hurren will send an email inviting faculty to volunteer for a committee to further research this

Senior Preview Day

- Dr. Viner will be asked to help Bianca and Dr. Swafford will reach out to Dr. Baldock for AG

New Faculty Concerns

- FEC/APE files
 - Everyone agreed that Dr. Evaniuck and Yetta Massey would be best fit to hold workshop on how to build the files
- Grant Writing
 - Dr. Hurren will reach out to Dr. Montgomery about a meeting for Q&A on grant proposals

Applause

- Dr. Swafford had two journal articles published and is working on a grant with colleagues in Texas

As May Arise

- CDC kids are coming to the Education building for trick or treating; leave your office door open if would like for them to stop by
- Dr. Wagner will be out for about a week starting November 30th for a medical procedure

Adjournment

- Dr. Good motioned to adjourn, seconded by Ms. Lemke, unanimously approved

Meeting adjourned at 12:30 p.m.

Respectfully submitted by Malisa Molina, Senior Administrative Assistant