

CET Council

Minutes

January 20, 2021, ED 120, Zoom Meeting ID: 864 4517 2092

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

1. Approve agenda: motion to approve by Dr. Good, seconded by Dr. Kallus, all in favor
2. Approve minutes for December 2, 2020: minutes were not provided, deferred to the next meeting
3. Thanks, from Dr. Hurren
 - Dr. Hurren was thankful for the smooth start to the beginning of the semester
4. Budget updates - no budget cuts at this time
5. Building access – door monitoring went well
6. Recruitment efforts
 - Discussion was held on some ideas such as postcards, fliers, newsletters, different areas to advertise for BLED/TESOL
 - Dr. Hurren asked everyone to forward their previous ideas as well as any new ones
7. ER&R – Send requests to Dr. Hurren and Dr. Hurren will get them to Dr. Laurenz
8. Course (lab) fees
 - A detailed discussion was held regarding lab fees and what should be done with them; some can be tossed but others must remain such as Tk20 fees and student teaching fees
9. TEO: Administrative Assistant position – has been approved to open and advertise
10. Kari Lemke, TEO
 - Barnes & Noble marked up the Tk20 kits so Kari will work with the Business Office for the best way to charge students without using the bookstore
 - Virtual career fair is being planned, Dr. Hurren will take the discussion to Dean's Council; Kari asked if she can plan a Teacher Fair out TEO and was given the okay
11. Student Teaching Stipends – discussion was held as to who would be the point of contact for such stipends, all agree that Kari Lemke's office would be best
12. As may arise
 - Discussion on admin. moves
 - All agree on two deadlines to submit for banked credit; fall for February 1st and spring for September 1st
 - Questions asked about the cameras that showed up around the building in classrooms, Dr. Hurren will look into it
 - Dr. Good gave an update on Ad Hoc Committee, work and recommendations should be ready by the end of February
 - Dr. Kallus asked about the graduate catalog change for moving graduate program CTED from C&I to AFSK; a collaboration meeting between both departments will be scheduled

Meeting adjourned at 1:55 p.m.

Respectfully submitted by Malisa Molina, Senior Administrative Assistant