

MINUTES OF THE MEETING
DEWAR COLLEGE OF EDUCATION
EXECUTIVE COMMITTEE

The Dewar College of Education Executive Committee met on Thursday September 16, at 8:30 a.m. in Room 2050 of the Education Center with Interim Dean Lee presiding. Members present were: Gerber, Roberts, Reffel, Martinez, Leech, Myers-Jennings, Minor, Griffin, Stanley, Bauer, Gladwin, Corbin, and Grubbs Guests were: B. Brown, I. Barton, S. Dasinger.

Minutes from Meeting on September 9 --- Reffel

A motion to approve the minutes of September 9 was made by Minor and seconded by Martinez; with discussion, minor changes or amendments, the minutes were approved.

Technology Update – Browne, Sanders, Barton and Devane

Dr. Browne reported that the Technology Committee has not yet met because the committee members had not been confirmed. Mr. Sanders reported that several rooms are in the process of upgrade (COE 2112 – speakers; 2142 – Electronic screen on order; 2160 – upgrade; 1136- upgrade computers; Psychology lab – login issues; Psychology teaching stations (107) – V drive not available). The committee discussed issues of faculty computers crashing and need for newer computers. Mr. Barton reported that the PC Refresh pool was cut by 50% (\$150,000), but that trickle down computers may be available. Department heads are to send a list of faculty, building, room, and 5 digit identification numbers to the Dean who will forward them to IT). Mr. Barton also reported that the IT infrastructure was cut 50% (\$200,000). The re-wiring project in the COE was budgeted for \$250,000.

Finalization of COE Committees and Chairpersons – Lee and Reffel

Interim Dean Lee reported that all committee chairs have been contacted regarding willingness to continue or serve in the chair role. All confirmed willingness. Meetings will be scheduled to begin the committee process. Mr. Grubbs inquired as to why some committees appear to have not met and reported that some faculty wondered why some committees exist. Interim Dean Lee intends to meet with each chair to discuss the purpose and collaboration opportunities between committees. Then she will meet with each committee and provide it with a charge. The Executive Committee discussed the possibility of each committee setting goals and priorities for the year. Another possibility is setting a time each month for committee chairs to attend the COE Executive Committee meeting.

New Position Requests (1 or 2 for College) – All

Interim Dean Lee reported that new positions are being released. Each college can submit a request for 1-2 top priorities for new positions to address the need for faculty to teach new students. Two requests will be submitted by ECSE and ACED as the COE priority. Other departments will be working to fill unfilled vacancies.

Academic Equipment Requests – All

Interim Dean Lee needs a prioritized list and purchase orders of academic equipment for each department by Monday morning. The Executive Committee will meet on Monday, September 20 at 10:30 a.m. to develop the prioritized list for the college.

Deans' Council Meeting – Lee

Interim Dean Lee reported on the Dean's Council meeting from 9/15/10. Ms. Viverette from the Office of Social Equity presented on [Faculty Recruitment Strategies](#). Department heads are asked to support these strategies within their departments. A discussion was held about how other offices can assist with these strategies (e.g., advertisement, mentoring). Data provides evidence that approximately 34% of our student body is diverse and 12% of our faculty members diverse. Dr. Martinez asked about the current data on diversity in comparison to other comparable institutions. At the Deans' Council, Joe Newton provided data on staff needs in instructional technology. Student Opinions of Instruction (SOI) were discussed at Deans' Council. A listing of lab availability will be provided in an attempt to increase the response rate. Other ideas for increasing response rates were discussed. The administrator evaluation will be conducted online this year. The draft library budget was distributed based on credit hour distribution. Department heads are asked to review the remaining balance and use the funds for library purchases. It was discussed that infrastructure be modified as new faculty are listed. The VSU Tenure and Promotion document will be presented at Senate and followed with Town Meetings. A draft for discussion about the strategic planning process was distributed. A handout about strategic planning was distributed. The next strategic plan will be developed for 2011-2016. Academic equipment was discussed at Deans' Council as well as the Academic Honesty document. There is an Honors' Committee Meeting next week. It is a faculty committee that will work on what should an Honors' College look like. Faculty linked to the Honors' program will be invited (Jen Brenieser, Stephen Kohn, Jim Reffel and Brian Gerber from COE). The four VPFA Finalists vitae and interview agendas are listed on the homepage. The VSU Final Grade Appeal Process and Form is being revisited. [A draft was distributed](#).

Concern Form Process – Minor

This will be discussed next week.

House Study Committee on Professional Learning (Mimi McGahee Request)

Please provide feedback on this to Dr. Lee as indicated in the e-mail.

CI and TI – Lee and everyone

This will be discussed next week.

COE Data Website – Bauer

Dr. Bauer reported that the COE data website is working, but data elements can still be added. Interim Dean Lee asked that the Title II elements be available.

Off-campus and Online Programs – Lee and everyone

This will be discussed next week.

Tenure and Promotion Document – Lee

This will be discussed next week.

Policies and Procedures Manual – Reffel

This will be discussed next week.

Reassigned Time Requests – Lee

This will be discussed next week.

Announcements

Forum on Holocaust for teachers – Stanley

We are one of three universities in the state to participate in a one-day workshop focused on Middle and High School history teachers. The workshop will be February 25.

Videos – Lee

Mary Gooding will be involved in videotaping.

New core curriculum

VSU 1101 will no longer be accepted as a substitute for Perspectives after Fall, 2011.

VPFA Finalists and Interviews – Lee

The schedule for interviews for finalists for the VPFA is posted on the VSU website <http://www.valdosta.edu/news/releases/search.091510/> Faculty and staff are encouraged to participate in the process.

With no further business, the meeting was adjourned at 10:45 a.m.

Respectfully submitted,

Julia M. Reffel