

ACED Faculty & Staff Minutes
Department of Adult and Career Education
“Positively Impacting Learning Through Evidenced-Based Practices”

Date: February 5, 2010

Location: Dean’s Conference Room, Room 2050

Time: 9:30 a.m.

Faculty present: Dr. Martinez, Dr. Whisler, Dr. Prater, Dr. Mat Som, Dr. Thomerson, Dr. Seiler, Dr. Ott, Dr. Willis, Dr. Hudson, Mrs. Pickles, Ms. Lesane, Ms. Rich

Faculty absent: Dr. Ellis, Dr. McClung and Dr. Polkinghorne

I/II. Call to Order/Welcome/Announcements

Meeting was called to order at 9:30 a.m. by Dr. Martinez welcoming faculty and staff to the first meeting of the Spring 2010 semester. The following announcements were made:

- 1) Provost search still ongoing. Top three candidates should be chosen by March.
- 2) SACS team will here April 6-8, 2010. Modifications of SACS reports have been submitted and the department is in good shape for its outcomes and assessments. The rejoinder to the initial SACS report that stated that the university was not in compliance with 11 different standards will be submitted Feb. 11th. There’s a possibility that SACs may want to speak to department faculty regarding data-- faculty has been asked to keep those date open and be available just in case they request a meeting.
- 3) Color printer has been put in the GA’s office for faculty use and Room 2142 has color printer for student use.
- 4) New OAT GA’s office (room 2009) is almost ready for use –a printer and phone is still needed. Pam is working on procuring those two items.
- 5) It was noted by Dr. Willis that a portable document shredder company in Thomasville would be willing to make a special trip to Valdosta (campus parking lot) to shred personal documents of faculty or staff.
- 6) Dr. Backes shared that Zinda McDaniel, a second-year CTE teacher at Brooks County High School, was selected as the “Star Teacher”.
- 7) TIEGA is raffling tickets for a trip to Costa Rica. Money is donated for students to attend the national Skills USA competition. Tickets cost \$50. If interested in a ticket see Dr. Backes.
- 8) Drs. Whisler and Prater noted that two workshops for Georgia Center for Economic Education will be taking place on Feb 4th and 5th.

III. Consideration of November 10, 2009 Faculty Meeting Minutes

After a review of the minutes, a motion was made by Dr. Prater to approve the minutes, seconded by Dr. Whisler and unanimously accepted by faculty. Minutes will be filed and uploaded to departmental website.

IV. Gulf South Conference Update Planning

- 1) **Conference Schedule:** After review of the proposed program schedule there was discussion among faculty on how best to keep conference participants interested in staying for the afternoon sessions. It was decided upon to reschedule one workshop and one interest session in the morning and one workshop and interest session in the afternoon. Changes will be made to the schedule and uploaded to the department website.
- 2) **Program:** Dr. Thomerson will prepare program
- 3) **Luncheon Speaker:** Matthew Gambill, Executive Director, GACTE.
- 5) **Conference Setup:** Registration and breakfast will be situated directly outside the Dean's conference room and the conference room itself will be reserved for participants to sit and eat breakfast. Exhibitors will be located upstairs near the registration/breakfast area.
- 6) **Registration Fee:** Faculty discussed how much to raise the registration fee for this year's conference and what measures should be taken to make that happen. Last year, because the registration fee was too low, the department went into the red but with a fee increase this year, it is hopeful that this will not happen. At the conclusion of the discussion a motion was made by Dr. Willis to:
 - increase the registration fee to \$60 and \$75 for late or onsite registration
 - reduce the price of the breakfast
 - Explore how departmental funds could help pay registration fee for facultyMotion was seconded by Dr. Backes and unanimously approved by the faculty to implement the suggested courses of action.
- 7) **Registration fee for exhibitors:** Motion made by Dr. Prater to increase the registration Fee for exhibitors to \$100 and was seconded by Dr. Whisler, and the increase was unanimously approved by the faculty.
- 8) **Master of Ceremonies:** Dr. Prater nominated Dr. Ellis for "Mistress of Ceremonies" and was seconded by Dr. Backes.
- 9) **Presentation/Proposals:** To date six proposals have been received. Dr. Martinez reminded faculty that student presentations are also welcomed. He will be sending out a follow-up email as a reminder.

V. Online OAT Project Update

1. Dr. Whisler stated the all forms have been completed to get the OAT online bachelors degree completion program approved.
2. The OAT degree program has been redesigned while working to get the online program up and running. Some of its changes, modifications and plans include:
 - (a) Created four new courses,
 - (b) Modified several course (changes to some prerequisites),
 - (c) Requested students have a 2.3 GPA before they can register for 4000 level courses,
 - (d) Restricted some 4000 level courses to the majors,
 - (e) Created a list of guided electives for students (for course substitution forms)
 - (f) Modified Area F – took one course out and put another form in.
 - (g) Planned to start In the Fall with three OBC courses from Area F
 - (h) Planned to still have Mrs. Pickles onboard as the full-time faculty instructor. Department is going back for the second year of funding, which is should be likely since the initial approved proposal was a five-year program, and we can show progress.

Dr. Martinez stated that all the changes and modifications of the program will be electronically forwarded to all faculty members for their endorsements.

Side Note: Dr. Prater has set up a learning module in Blazeview for the OAT–BE group. This module houses all important emails that affect the two programs. All up-to-date emails and documents are filed in one place for easy retrieval. Because the module is a good resource for the department, Dr. Prater has been asked to add all faculty, staff and GA's to the OAT-BE group; however, it was decided to change the name of the OAT-BE group to "ACED" and within the module there would be folders for each program and one for the department as a whole. This change would better serve the department. All changes and modifications to the OAT Online Completion program will be filed within learning module.

VI. TT&I Secondary Certification Modifications

Dr. Backes reviewed the changes that he spoke about at the last staff meeting. Faculty was asked to take a vote to approve the curriculum changes and modifications to the undergraduate curriculum and graduate curriculum.

Undergraduate:

- a) This curriculum change will change the current NTI six-hour course, ACED 4410, into a three-hour course, and creates a new three-hour course ACED 4430 (Advanced NTI).
- b) Change SPEC 3100 to SPEC 3000

Graduate: *(changes were needed because NTI was split into two courses)*

Curriculum changes includes primarily adding all required courses for certification along with options or replacements courses for students who were already certified.

Motion was made by Dr. Prater to approve the curriculum changes and modifications and seconded by Dr. Willis. The motion unanimously passed.

Dr. Martinez interjected that the TTI faculty made a major decision to change the title of the current Technical Trade and Industrial Education program to **Workforce Education and Development (WED)**. The option that has been known as the Secondary Option TTI is proposed to be known as **Career - Technical Education (CTE)** and the option that was known as the Postsecondary Option TTI is proposed to be known as **Workforce Training Development (WTD)**.

VII. Southeastern Technical & Industrial Education Conference

Dr. Ott shared a handout and information regarding the STIEC conference which is scheduled for May 26-28 at Saint Simons Island. He is currently working on getting the conference set up and will be working with the GA's to continue making preparations.

VIII. Graduate Program Update

- a) The Graduate Executive Committee met and approved the Electronic Thesis and Dissertation Release Form which ensures all doctoral students must submit their dissertation in electronic and hard copy. Dr. Mat Som stated that he abstained from the vote because he did not agree.
- b) Dr. Mat Som put forth to the faculty that the department should consider changing the admissions requirement for doctoral candidates because he feels that Ed Leadership

and Curriculum and Instruction are moving toward the direction to gain approval from the Graduate Executive Committee to change admissions requirement. In his discussion with Dr. Martinez, he suggested that the department should consider not only GRE, MAT but GMAT as part of the admission criteria because many universities are using this criterion. He states that the bottom-line score is what is most important, and currently Ed Leadership and Curriculum and Instruction's admissions score is 390 but he feels that 390 is too low for the ACED program and should be higher. Dr. Martinez summed it all up by stating that the department will need to bring forth a proposal to change the admissions for our doctoral program to include scores from the MAT, GRE and possibly the GMAT. If this is decided upon then the department would need to come up with target scores for the students to achieve and then once those decisions are made plans can be made to forward to make a change in the policy.

IX. AAS Update

Dr. Mat Som shared with faculty that the department had cooperative partnership agreements with five institutions but currently have only two (Valdosta Tech and East Central Tech) and it was noted that they have merged. He shared that the two institutions want to continue with the current agreement. He is working with them to provide a program that best meets the needs of students that would matriculate into our BAS program. At present he stated that one model that is working on would some ways mimic the current OAT Online completion program. He will update faculty on his progress.

X. BE Redesign Update

The BE redesign has been put on hold to get the OAT-OBC program completed.

XII. COE Promotion & Tenure Committee Update

Dr. Backes stated that the committee has been sent back to the drawing board to look at the previous recommendations so that it could be strengthened.

XIV. Faculty Senate Update

No report

XIII Other Committee Updates – ACED Faculty

None

XIV. Other Business

Dr. Martinez reminded faculty members that their annual evaluation materials are due by Friday.

XV. Adjournment

With no further business, the meeting adjourned at 11:48p.m.

Respectfully submitted,

Pamela Lesane

Sr. Secretary