

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

Date: March 4, 2009

Location: Room 2050 - Dean's Conference Room

Time: 10:00 a.m.

Faculty present: Dr. Martinez, Dr. Prater, Dr. Whisler, Mr. Polkinghorne, Dr. Mat Som, Dr. Backes, Dr. Thomerson, Dr. Willis, Dr. Ellis, Ms. Lesane, Ms. Hiers, Ms. Hilgeman

Faculty absent: Dr. Ott, Dr. McClung, Dr. Hudson, Dr. Cox, Dr. Seiler

I. Call to Order/Welcome

Dr. Martinez brought the meeting to order at 10:10 a.m. welcoming faculty, staff and VSU President, Dr. Patrick J. Schloss.

II. Discussion of Current Issues - President Schloss

At Dr. Martinez' invitation, President Schloss informally visited with faculty and staff sharing some of his initiatives. He also spoke on academic and budget issues, economic concerns that have affected the university as well as other concerns of the faculty and staff. His dialog with members of the department on issues that concerned them was very much appreciated.

III. Consideration of February 3, 2009 Faculty & Staff Minutes – Dr. Martinez

Grammatical changes that had previously been submitted, by faculty, to Ms. Lesane for the February minutes, had already been made prior to the meeting. After a review of the minutes, a motion was made by Mr. Polkinghorne to approve the minutes “with changes”; which was then seconded by Dr. Mat Som and unanimously accepted by faculty. Minutes will be filed and uploaded to departmental website.

IV. Gulf South Conference Updates – Ms. Heirs, Hilgeman, Lesane & Dr. Martinez

- a. An update on the number of registrants for the conference was given by Ms. Lesane. It was noted that there were approximately 132 participating in this year's conference, including faculty, staff, methods students, student teacher and guests, but there could be more on the morning of registration.
- b. The Atrium, in the science building, will be site of this year's conference luncheon. A miscommunication between Ms. Lesane, Catering and Event Services about the reservation of the Magnolia room caused the change of venue. Because of this change, the luncheon start time has changed to 12:30 p.m. allowing classes in the science building to be over before the luncheon program begins.
- c. The Magnolia room at the University Center has been booked for next year with a note that states that if the new Student Union is finished and is available the department would like the conference luncheon to be held there. The proximity of the Student Union to the Education Center it would ideal because it is located just across the street.

- d. Faculty was asked to be available during the conference to be the reserve audience for sessions that may not have enough people attending.
- e. Cindy Greene will be the keynote speaker for the luncheon. Dr. Martinez has been in contact with her regarding the agenda for the day.

V. Capstone for WED Masters Students – Dr. Mat Som

Dr. Mat Som sought approval on the general requirements for the capstone policy. His condensed, much shorter and concise version of the policy was shared with faculty (handout). After a review of the handout, there was a good deal of discussion on various aspects of the policy which resulted in suggested changes. After faculty agreed on the changes, a motion was made by Dr. Thomerson to approve the policy with “suggested changes”. It was then seconded by Mr. Polkinghorne and after a vote by faculty it was approved unanimously and adopted. Dr. Mat Som will make the suggested changes to the policy and email the revised version to the faculty.

VI. Sp. 09 Professional Development Tech “Brown Bag Lunches” – Dr. Martinez

The first departmental brown bag lunch will take place in the month of April. Dr. Whisler has agreed to share on “Going Green in the ACED Classroom”. A date for the brown bag lunch has not yet been scheduled but will take place on a Wednesday.

VII. Department Initiatives Update – Dr. Martinez

Dr. Martinez stated that the initiative for the Master’s degree was on track. The Dean has given the department \$1000 which would be used for travel. Dr. Martinez discussed with faculty his plans to have ACED faculty visit the technical schools and meet with their faculty and administration about ACED programs providing them with information and projections for the fall semester. He would like for these visits to take place in the month of April and because funds must be encumbered by March 31st, he plans on taking care of encumbering the funds and preparing a timetable for the visits.

VIII. Other Committee Updates - ACED Faculty

Faculty Senate - Dr. Whisler: Senate is discussing the use of clickers in the classroom. They are asking the question on whether or not the use of clickers, if being used by faculty campus wide, should be standardized instead of allowing the use of all different types.

With no more business, the meeting adjourned at 12:10pm

Respectfully submitted,

Pamela Lesane

Sr. Secretary