

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

Date: February 18, 2013
Location: Conference Room 2050
Time: 3:00 p.m.

Faculty present: Dr. Ellis, Dr. Prater, Dr. Willis, Dr. Wright, Dr. Backes, Dr. McClung, Dr. Mat Som, Dr. Thomerson, Dr. Whisler, Dr. Martinez, and Wendy Miller (ACED Secretary).

I. Call to Order/Welcome/Introductions

Dr. Martinez brought the meeting to order at 3:10p.m.

II. Announcements - Everyone

- a. Dr. Martinez announced that the Summer and Fall Schedules have been turned in, and they will be posted to BANNER. Changes may still be made if necessary.
- b. Dr. Martinez reported that he is currently working on faculty evaluations. Upon completion, he will distribute them to faculty for signatures and then request individual meetings.
- c. Dr. Ott is out on FMLA for the next six weeks and hopes to return in April.
- d. Consideration of adding a Comprehensive Exam for Doctoral students in the summer was voted and approved, contingent upon availability of faculty, to accommodate five students who will be ready this summer. A motion was made by Dr. Ellis and seconded by Dr. Willis. The motion was passed.

III. Consideration of January 14, 2013, Faculty Meeting Minutes

After a short review of the minutes, several grammar and capitalization corrections were made on page 1, section III, paragraphs a, c, and e and on page 2, section VII, paragraphs a and b. A motion was made by Dr. McClung and seconded by Dr. Wright to approve the January minutes. The motion was passed. After corrections have been made, the minutes will be posted on the ACED website.

IV. Selection of ACED Member on COE “Committee on Committees”

Dr. Diane Wright was selected to represent ACED on this committee, and she gladly accepted.

V. Reports from ACED Search Committees

- a. WED / BAS – Dr. McClung reported that one candidate (Dr. Wright) had been interviewed on February 13, 2013 and the next candidate (Dr. Banerjee) is scheduled for February 25, 2013.
- b. OAT – Dr. Thomerson reported that Dr. Halter and Dr. Taylor have both been interviewed, and the committee will meet soon to make a recommendation.

VI. Revisions to OAT and OAT-OBC Program – Dr. Whisler

A group of documents was sent via e-mail to OAT faculty regarding modifications to the OAT and OAT-OBC programs. The main goal of these modifications is to increase the number of transfer hours that can be accepted into the OAT-OBC program. Dr. Martinez and Dr. Whisler met with the Provost, Andy Clarke and Joe Weaver to discuss modifications in the curriculum to reach this goal and thus enhance enrollment from graduating technical college students. Modifications included changing some course names and numbers, proposing new courses to be alternatives to required Business courses not being taught online, and changing some OAT “outcomes” and “assessments.” A motion was made by Dr. Backes to approve the proposals; and the motion was seconded by Dr. Prater. The motion was passed. Dr. Martinez will present these proposals on Thursday to the COE Executive Committee.

VII. Revisions to BAS and BAS-OBC Program – Dr. Martinez & Dr. Mat Som

A motion was made by Dr. Ellis to bring from the table the discussion from January 14, 2013, department meeting concerning proposed modifications to the BAS degree. Motion was seconded by Dr. Willis. An overview along with a new program of study was distributed by Dr. Martinez. The modifications will expand the admission criteria to military veterans and non-traditional adult learners, change the name of the major to “Human Capital Performance,” add two new courses in the major, add two current courses for experiential/ prior learning credit, and add the online bachelors completion (OBC) option to the degree program. A motion was made by Dr. Backes and seconded by Dr. Prater to accept the proposal with a few changes to numbers and courses for electives. The motion passed.

VIII. Gulf South ACED Conference – Dr. Martinez

The 20th annual conference will be held on April 19, 2013. “Call for Proposals” has been sent via e-mail, and GACTE has posted a link to the conference website on their website. A mass mailing will be sent out to schools and colleges this week. This year the luncheon will be held in the College of Education Building, Room 2130, due to lack of availability elsewhere. Specific planning will occur right after Spring Break.

IX. Outstanding Student Selection Process – Dr. Martinez

Dr. Martinez will send via e-mail two spreadsheets with student names by degree program for faculty to review and then recommend for the “Outstanding Student” award. One spreadsheet will include current students, and another will list the Summer and Fall 2012 graduates from each program. Dr. Martinez will need recommendations by Wednesday, February 27, 2013.

X. Update of Marketing Visits for MEd – Dr. Prater

Dr. Prater will be e-mailing the technical college presidents to offer and request visits this semester to speak to faculty about the BEIT Option of the Masters Degree. She welcomes other faculty to come with her to promote other options as well. She requested that interested faculty should let her know by February 21.

XI. Graduate School Update – Dr. McClung

Deadline for completed dissertations will be in April. Monica Sparks, an ACED Doctoral student, is projected to defend her dissertation soon.

XII. Committee Meeting Updates- ACED Faculty

- a. Dr. Backes announced that the draft of the COE Conceptual Framework has been completed, and faculty will be receiving it for feedback.
- b. Dr. Prater is on the VSU Undergraduate Research Symposium Committee and requested that if faculty had a student who was working to submit a paper, the student needed to submit an abstract of the research paper or project to Dr. Prater in the next few days.

XIII. Other Business

- a. Dr. Willis reported that Degree Works currently shows the date the student came into the program which may cause a problem when they go to submit an application for graduation if the entry date is incorrect.
- b. Dr. Mat Som reported that the Faculty Exchange for Malaysia is projected to begin in the Fall 2013 or Spring 2014. Dr. Ivan Niklov gave a verbal agreement that he is supportive of the exchange. The deadline for faculty applications is July 1, 2013.
- c. Dr. Martinez will meet with the Provost on March 3, 2013, to discuss the possibility of recruitment efforts for masters and doctoral students from Barbados, which would result in opportunities for ACED faculty to teach in Barbados.
- d. Dr. Backes mentioned a recent newspaper article regarding the approval of Wiregrass Technical College to offer a teacher certification “TAP” program.

XIV. Adjournment

With no further business the meeting was adjourned at 5:38 pm. The next scheduled meeting is set for March 11, 2013.

Respectfully submitted by Wendy Miller, ACED Senior Secretary