

Minutes  
Adult and Career Education Department Advisory Committee  
Valdosta State University  
March 29, 2004

Members and ACED faculty in attendance:

Dr. Brad Bynum, Ms. Kristie Calhoun, Ms. Sharon Cunningham, Ms. Joyce Dean, Ms. Nancy Elsberry, Mr. Wayne Feazell, Ms. Kimberly Godden, Ms. April Harrell, Dr. Freida Hill, Ms. Angela Johnson, Mr. Charles Martin, Mr. Royce Oliver, Mr. Michael Rewis, Ms. Sharon Walker, Mr. Horace Walker, Mr. George Ward, Ms. Lena White, Mr. Mark Wilson, Dr. Xavier McClung, Dr. Patty Anderson, Ms. Cathy Myers, Dr. Carolyn Cox, Dr. Mary Willis, Dr. Yahya Mat Som, Dr. Charles Backes, Dr. Clemente Hudson, and Dr. Kenny Ott.

Members not in attendance:

Mr. Sam Allen, Ms. Catherine Christie, Mr. Jason Harpe, Mr. Marcus Jordan, Mr. Chan Newell, Mr. Jim Schwindle, Dr. Jewell Sweat, and Ms. Lynne Wilson.

The meeting was called to order at 6:20 p.m. in Room 244 in the Education Center. Prior to the meeting, members socialized and helped themselves to a buffet meal. Dr. Xavier McClung welcomed everyone and all members introduced themselves and provided a little background information.

Advisory Committee Charter -- Copies of the revised ACED Advisory Committee Charter was distributed and discussed. Dr. Anderson pointed out that the Charter was first created in March, 1988. The major changes to this Charter are as following:

- Department name changed to Adult and Career Education;
- The Committee will now have two co-chairs;
- The Committee will have ex officio members—ACED Department Head, Kings Bay faculty representative, Moody Air Force faculty representative, and Marine Corps Logistics Base faculty representative;
- Six ACED faculty members (includes the co-chairs) will be appointed to represent the department;
- If a committee member has to resign, a new member can be appointed to fill the vacancy;
- There will be one meeting a year when all committee members will be asked to attend.
- Throughout the year as needed, electronic communication will be used to seek input from the Committee regarding ACED issues;
- If a member is unable to attend a meeting, that member will provide a substitute to represent said member at the meeting; and
- Members will serve a 3-year term of office with student members serving a 1-year term subject to renewal. (Exception: With this revision, all current members were assigned at random a 3-, 2-, 1-year term of office)

Members were asked to review these changes and make any suggestions. With the exception of a few minor grammatical revisions, the Committee voted unanimously to approve the revised Charter.

Members were asked to review the membership list that was distributed. Changes of information forms were handed out and members were asked to make any corrections to their information and turn them in to Dr. Anderson at the end of the meeting. Any future changes should be sent to Dr. Anderson or Dr. McClung via e-mail.

Our department has a website and there will be a link from that site to the Advisory Committee. This Advisory Committee web page will list the minutes, charter, current members and their terms, and electronic communication. Members will be notified when this site is established.

Gulf South Adult and Career Education Conference – Dr. Anderson mentioned that Ms. Mary Alice Griffin has agreed to chair the Conference. It is tentatively scheduled to be held in March 2005. Any feedback regarding the conference, speakers, etc. would be welcome. Future correspondence will be sent out via e-mail to all Advisory Committee members.

Department Head Search -- Last summer Dr. McGahee resigned as department head and Dr. Backes was appointed Acting Department Head for the academic year 2003-2004. Dr. Carolyn Cox is chairing the search committee to fill the department head vacancy. Dr. Cox announced that we will be interviewing two candidates this week. Any new information will be sent out to the Advisory Committee members via e-mail.

Dr. McClung briefly reviewed the different programs that the ACED department offers.

Curriculum Revisions – Due to time constraints and the necessity to have the revisions submitted in a timely manner, the following changes were not presented to the Advisory Committee prior to submission to the administration.

Dr. McClung announced that a change has been made to our doctoral program. There are currently 12 semester hours (4 courses) of core courses that are inter-disciplinary courses (Psychology, Sociology, Philosophy, and Public Administration). After much reflection, it was felt that more major courses were necessary because of such a diverse group of students with different backgrounds. The proposed program revision is to have a student select three of the four inter-disciplinary courses and then add one more “cognate area” course that will allow the student to customize his program to meet his professional goals.

The other curriculum change is to the masters degree in Adult and Career Education. Currently the program requirement is to take PSYC7010. Because of the nature of our students, there is a question of relevancy of course content. As a result, it was decided that students be given the option to take PSYC7040 Adult Learning and Assessment in

lieu of taking the PSYC7010. This would enable the students to take whichever course that could appropriately address their needs.

Marine Corp Logistic Base Computer Lab – Dr. Backes announced that there is a new computer lab at the base that has been set up specifically for our program. It provides VSU a permanent presence at Albany. The new lab opens up new opportunities and would like for the Committee to provide input for uses of the room. Community workshops and continuing education courses were suggested.

Moody Air Force Base – Dr. Backes mentioned that we are having problems with enrollment numbers. One of the major reasons is the deployment of the troops from the base. The students who take courses on the base are primarily service personnel at the base whereas at the Kings Bay and Albany sites, we are able to draw students from the surrounding community. One of the suggestions is to try a weekend format for some of the courses. Another suggestion was to increase advertisement of the program at the base. Again, we are asking our Committee for suggestions and ideas.

Term of Office – Dr. Anderson and Dr. McClung distributed a term of office sheet that indicated how long each member is to serve. Since this is the first year under the revised Committee membership structure, terms of office were determined by random selection. All members have the option of renewing their membership at the end of their term of office.

Certification – Dr. Backes briefly discussed some of the new Professional Standards Commission (PSC) changes that have been recently passed. Basically, anyone who has a bachelor's degree can become certified to teach if the degree is in a related field and they pass PRAXIS I and II examinations. The PRAXIS exams are national exams in content and pedagogy. Individuals will also be assigned a mentor during their first year of teaching.

Future Meeting Date – A brief discussion was held about when we should hold the annual meeting. We asked that members think about what time of the year is good for them and let us know. It was suggested that we consider March since so many of our members were able to attend this meeting.

The meeting was adjourned at 7:35 p.m. Members were encouraged to stay after the meeting and enjoy the cookies and socialize.

Respectfully submitted,

*Patricia Lynn Anderson*

Patricia Lynn Anderson, Co-chairperson  
ACED Advisory Committee