

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

**Date:** November 12, 2012  
**Location:** Conference Room 2050  
**Time:** 9:00 a.m.

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

**I. Call to Order/Welcome/Introductions**

Dr. Martinez brought the meeting to order at 9:10 a.m.

**II. Announcements**

a. Dr. Martinez made the following announcements:

- The College of Ed Building has been approved for a name change. In the near future it will be called The Dewar College of Education and Human Services. He is unsure of the date this will take place.
- Doctoral Event went very well on November 10<sup>th</sup> with around 13 people in attendance.

**III. Consideration of October 8, 2012 Minutes – Dr. Martinez**

After a short review of the minutes, a correction on page 1, section III, in the first sentence, the period (.) needs to be inside the latter quotation mark. On page 1, section III, the second sentence to read, *An addition to...* On page 1, section IV, letter c; correct the capitalization of *presidents, technical, and college*. On page 1, section IV, letter c, the fourth sentence to read, *Thus far 25 teachers...* On page 2, section IV, letter e, the second sentence to read, *This request has been made by Dean Gerber and if approved...* A motion was made by Dr. Ellis and seconded by Dr. Whisler to approve the October meeting minutes. The motion passed. After the corrections and additions have been made, the minutes will be posted on the ACED website.

**IV. Doctoral Interviews –**

We have a total of six candidates to be interviewed. Four interviews will take place on November 16, 2012 beginning at 9:00 am. The remaining two (2) interviews will be held on November 26, 2012 beginning at 10:30am. One of the candidates did not have a current MAT or GRE but he has since taken it and we have received the scores. He scored 414 on the MAT therefore he is included in the six candidates to be interviewed.

**V. Doctoral Program Review –**

Dr. Backes suggested that in the future we may want to consider handling the interviews one-per-day instead of a bulk. This will help faculty with a more flexible schedule in attending more interviews. He also mentioned that Rebecca can accept the applications at any time.

**VI. Program Meetings –**

- a. SACS Reports Discussions
- b. Curricular Modifications
- c. Plans

**VII. Malaysian International Initiative Update - Dr. Matsom**

Dr. Mat Som reported The Letter of Development states there are only 120 universities in the U.S. that are approved by the Federal Government and VSU is not one of them. He will soon be meeting with the Faculty, Dean, and Government in Malaysia to discuss the exchange program to hopefully be approved in the near future.

**VIII. Other Business -**

- a. Dr. Prater represented our department during visitation. She suggested we work on creating new brochures for our department and get rid of the old ones. Mimi, in the Advising Center, informed Dr. Prater that they have tablecloths we may borrow that have "College of Ed" printed on them.
- b. Dr. Backes is concerned about entrance requirements specifically in the Masters programs. GRE and MAT is not a requirement at other colleges and universities that we are competing with which is resulting in low numbers in our department.

**IX. Adjournment –**

With no further business, the meeting was adjourned at 10:30 a.m.

Respectfully submitted by Wendy Miller, ACED Senior Secretary