

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

Date: November 7, 2011

Location: Dean's Conference Room

Time: 9:45 a.m.

Faculty present: Dr. Martinez, Dr. Backes, Dr. Ott, Dr. Ellis, Dr. Mat Som, Dr. Seiler, Dr. Prater, Dr. McClung, Dr. Willis, Dr. Hudson, Mrs. Stripling

Faculty absent: Dr. Whisler, Dr. Thomerson

I. Call to Order/Welcome/Announcements

Dr. Martinez called the meeting to order at 9:46 a.m.

II. Announcements

- a. The Faculty welcomed Amanda Stripling as the new department Senior Secretary and she thanked them for their patience and help.
- b. Dr. Martinez made the following announcements;
 - Chris Kinsey will be defending his dissertation at 10:00 a.m. on Friday, November 11th – his dissertation is a study of the two year college orientation classes and whether or not they meet the needs of nontraditional students.
 - Hank Hobbs will be defending his dissertation at 3:30 p.m. on Monday, November 14th – his dissertation is a descriptive study of the perceptions of the stakeholders of the “Wiregrass Region Work Ready Program”.
 - Doctoral interviews will begin with Yiming Jin of Taiwan Wednesday morning at 9:00 via telephone conference, and on Thursday the 10th doctoral interviews are set with Kristy Singletary at 2:00 and Julie Neighbors 3:30 p.m.
 - Based on feedback from the instructors, Dr. Martinez has decided that we should not continue to offer the large 2400 and 2000 classes. Thus, the enrollments will be moved back to 24 and 20 depending on the lab assignment. The decision on whether or not the regular faculty members will teach the larger classes has not been made.
 - Efforts will be made to have one computer added to Rooms 2106 and 2112 to allow 25 students to attend classes in those labs.
 - Dr. Martinez will be out of the office most of next week due to attending and participating in the ACTER/ACTE conference in St. Louis, MO.
 - He also advised that due to his daughter requiring surgery, he would be out most of the following week (November 21st) through the Thanksgiving holiday to help her recover.
 - Dr. Martinez announced that he has accepted an invitation to present a paper at the AERA Conference in Vancouver, Canada in April 2012 and participate in a panel discussion on recruiting more minorities into the education field.
 - An item was added to the agenda regarding Dr. Hudson and the BAS Program.

- Jason Goodner has his dissertation proposal defense on November 21, 2011.
- c. Dr. Backes announced that;
 - Audrey Pickeren successfully defended her dissertation proposal
- d. Dr. Willis announced that four students from PBL would be traveling Friday, November 11th to Milwaukee for a leadership conference and would ask them to possibly prepare a presentation regarding what they had learned
- e. Dr. Ellis announced:
 - That she had a proposal accepted for the National Business Education Association Conference to be held in Boston in April, 2012.
 - She also announced that Lynn Barber had successfully defended his dissertation proposal.
- f. Dr. Mat Som announced that his article in the International Engineering Journal has been approved.
- g. Dr. McClung announced that he would be presenting at a learning conference in Vancouver, Canada in the spring.

III. **Consideration of October 3, 2011 Minutes – Dr. Martinez**

After a short review of the minutes, a correction on page 3 to section IX, last sentence was made by Dr. Prater. It was amended to read: *“Two more workshops will be scheduled for the spring semester.”* Dr. Backes corrected the spelling of “Kathy Myers” to “Cathy Myers” and Dr. Prater corrected page 4, Section XII second paragraph to show change the name of *Journal for Computer Teacher Science* to read as *“Journal for Computer Teachers*, Dr. Backes corrected Section XII on page 4, paragraph to read that he and Corey Nawolski will have an article appear soon in *Techniques* published by ACTE. The motion was made by Dr. McClung to approve and seconded by Dr. Prater. Upon faculty vote, the minutes were unanimously accepted and will be filed and uploaded to department website.

IV. **Personnel Update**

- a. Dr. Martinez announced that Jeanevra Pearson had been hired as the graduate assistant to replace Spencer Hickle.
- b. Dr. Martinez announced that Lauren Fahey would not be returning next semester and that he anticipated hiring her replacement between now and Thanksgiving.

V. **Degree Revisions**

- a. Dr. Ellis announced that the faculty had met twice on how to make the initial certification a part of our master’s program. The first meeting was organizational and the second meeting was more “nuts and bolts”. The information was given to Dr. Thomerson, as he stated he was interested in spearheading the development of the revisions, but they had not met due to Dr. Thomerson’s surgery. Dr. Ellis felt that they were not far from an agreement. She stated that they were not looking at changing the core.
- b. Faculty discussed that they were waiting to hear from the PSC regarding changing the master’s requirements.
- c. Faculty discussed the memo written by Dr. Backes in August 2011 to Dean Hull requesting written assurance from PSC that his Masters program option will allow his students to move up a pay scale. It was agreed that Dr. Backes would send another memo to Dean Hull as he had not received an answer. Without a definitive answer, the uncertainty is adversely affecting his ability to recruit students to his program. Dr. Martinez shared some information from PSC regarding this subject matter.

- d. Dr. Ott provided an update regarding the WED program and discussed an online delivery option. It was discussed that the MOU with Kings Bay would need to be amended. The challenges of labeling a student as a “Kings Bay” student were discussed.
- e. Dr. Mat Som brought up that the Base Commander at Kings Bay was requiring him to end his class at 5:00 p.m. when it was really supposed to last until six. It was agreed that Dr. Martinez would follow up with Mr. Rich Gilboy, VSU Kings Bay Director, for some documentation on the change of class times on Saturdays at Kings Bay.
- f. Dr. Backes - Secondary Diverse Learner is ready to go and waiting for the others to approve because it overlaps with the CTE option.
- g. Faculty discussed the possibility of reducing the number of students in online Doctoral classes online from 25 to 15 and online Masters classes from 25 to 20 in order to maintain the integrity of the quality of the programs that we are offering. A vote was held with the ayes having it with Dr. Ott abstaining from voting with changes to take place for Spring and Summer Semesters.

VI. Opportunity with Augusta Technical College

Adult and Career Education has the possibility of bringing our undergraduate WED program, the Training and Development option, to approximately 9 teachers from Augusta Technical College. The various ways that a program could be delivered to these students was discussed, along with the positive and negative aspects of the program. A decision has been postponed until after Dr. Martinez can get further information from the coordinator, Dr. Annabelle Lewis, of Augusta Technical College.

VII. Center for Economics Education

Dr. Prater reported that there were no updates for the Center for Economics Education.

VIII. Graduate School Update

Dr. McClung announced that Dr. Elise Martin was looking for guest speakers to invite to an open lecture. If any faculty members had any suggestions, please contact Elise. Also there is a Graduate Faculty and Development Fund and the new Graduate Dean is looking at increasing that fund and discussed splitting it between two semesters, but will have to give more detailed information at a later date.

IX. BAS Update

Dr. Hudson announced that he has been working on a proposal to offer the BAS degree completely online. Certain roadblocks were discussed and the benefits as well. Dr. Hudson plans to apply for a Strategic Initiative grant to fund the program. After some discussion a consensus was reached that Dr. Hudson should go forward with proposing the BAS degree to be delivered online as a “Bachelors Completion Degree Program”.

X. Planning for End of Semester Celebration

A date of December 7, 2011, was decided for the celebration and it was agreed that Dr. Martinez would ask Dr. Whisler if she would host the party at her house.

XI. Committee Meeting Updates

- a. Technology Committee – Dr. Whisler has the secretarial job so everybody should receive detailed notes.

- b. The Dean Search Committee – Dr. Willis announced there will be a meeting Wednesday afternoon to follow-up from the initial interviews.

XII. Other Business

- a. Dr. Willis announced that she still needs library orders from faculty.
- b. Dr. Martinez reminded faculty that it was time to begin preparing the schedules for the Summer and Fall 2012 semesters as they are due in December.
- c. Dr. Martinez reminded faculty that graduate hooding would be taking place on Friday, December 9, 2011. It was agreed that if a faculty member was advising a student who would be graduating, that the advisor should attend the ceremony to hood that student.
- d. Dr. Martinez announced that Amanda had placed the orientation schedules regarding graduation on the departmental bulletin board. Amanda will send e-mail reminders to faculty reminding them of their duties.

With no more business, the meeting adjourned at 11:45 a.m.

Respectfully submitted,
Amanda G. Stripling
Senior Secretary