

# DEWAR COLLEGE OF EDUCATION EXECUTIVE COMMITTEE MEETING

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Minutes from:  
October 11, 2012

## **Opening:**

The Dewar College of Education Executive Committee Meeting was called to order at 8:30 a.m., on Thursday, October 11, 2012, in the College of Education, by Dr. Brian Gerber.

## **Present:**

Brian Gerber, Don Leech, Mike Griffin, Lynn Minor, Corine Myers-Jennings, Lynn Corbin, Larry Hilgert, Leon Pate, Jack Rainer, Rey Martinez, Peggy Auman, Barbara Radcliff, Ransom Gladwin, Mimi McGahee, Sophi Stevens

### **1. Approval of Minutes—(presented by Dr. Gerber)**

Meeting minutes from the last meeting were distributed and reviewed. Changes were made as suggested. All approved of the previous meeting minutes.

### **2. “COMP” (Classroom Organization & Management Program) Training—(presented by Dr. Auman)**

Dr. Auman presented information concerning classroom management and strategies for student teachers and regular teachers. Dr. Auman asked if the COE will continue funding for COMP Training, or an option could be to explore other programs or teach the programs. Dr. Minor stated the COE adopted COMP back in 2000, and it was offered to several school systems for their new teachers. The costs for the program and how long it will take for someone to become a trainer was discussed. Dr. Auman asked about exploring new models or updating the current model. Dr. Gerber suggested doing some research to make sure we get the best program. Dr. Pate suggested looking into local schools to see what programs they are using.

### **3. Renaming the COE—(presented by Dr. Gerber and Dr. Leech)**

College of Education and Human Services is the proposed name. The word “Services” connects to our service-oriented thrust, as suggested by President McKinney. A motion to rename the COE the College of Education and Human Services was made and seconded. The motion passed with two individuals opposing. This item will be taken back to Dr. Hull.

### **4. ACED 2400 & CS 1000—(presented by Ms. McGahee)**

Ms. McGahee talked about blanket substitution forms for ACED 2400 and CS 1000 for KSPE and COMD programs. Also, she asked about doing a blanket substitution form for Honors 1990 for a perspective. Dr. Leech suggested a curriculum change should be done for ACED 2400 and CS 1000 and offered to do it if the department heads agreed.

## **5. Graduate Programs Admissions Policies—(presented by Dr. Leech)**

Dr. Leech distributed GRE score information from ETS. He suggested a work session within the next month to compose individual admissions standards—he would like to present this to the Graduate Executive Committee.

## **6. Final Exam Policy—(presented by Dr. Griffin)**

Dr. Corbin discussed faculty abiding by the rules for final examinations, and she asked what the current policy was. Dr. Gerber suggested department heads monitor changes so there will be no conflicts. Several of the department heads gave examples of when their graduate and undergraduate students take their final examinations. Dr. Corbin requested a statement from the COE that can be presented to the university committee concerning dates for final examinations (in particular, online classes). An “open window” of time for final examinations for online classes was suggested. Dr. Griffin suggested an e-mail could be sent to reinforce the policy. Dr. Gerber agreed to write a summary of the suggestions and send it to Dr. Corbin.

## **7. Secretaries Group—(presented by Dr. Gerber)**

This item will be discussed at the next meeting.

## **8. EVIRx—(presented by Ms. Moore)**

This item was skipped due to Meg Moore being absent.

## **9. Assessment Center—(presented by Dr. Minor)**

Dr. Minor discussed PAAR (this is for initial and advanced preparation programs) admissions data and aggregate candidate data are being compiled through Data Warehouse. She would like to get all data from the same source. This year’s PAAR is already prepopulated with last year’s data, and faculty will need to update their profiles and any program policies that have changed since last year. Graduate Assistants in the Assessment Center will be there to help with whatever is needed. Also, Dr. Minor asked department heads to e-mail her the names of any faculty needing credentials for PSC portal access. There will be an NCATE online session next Thursday from 11:00 a.m. – 12 noon—there is no registration for this session. Dr. Minor also received great information as to how LiveText can be beneficial at the Georgia LiveText Users training session in Macon, and we will be discussing how we can use LiveText more efficiently.

Dr. Leech discussed Data Warehouse templates for departments and majors/track program reports. He asked if this kind of report will help and asked for any suggestions or changes. Dr. Rainer stated this is easier than going through Banner; discussed endorsements and completers—if they completed their constellation of courses during their term, this will be a term completer.

## **10. Advising Center—(presented by Ms. McGahee)**

Mimi McGahee stated the advising evaluations will now be in the Data Warehouse. That link will be sent out to students and faculty. She plans to meet with Mr. Haugabrook to discuss tagging checkpoint courses, and discuss when people go through the appeals committee and they are granted their appeal, then they will be flagged to keep track of the situations placed on their appeal. Dr. Minor expressed a concern that checkpoint courses to keep track of GPA before student teaching are not being realized—students will skip over a class,

and it will not be realized until they start student teaching. If a student's GPA falls below 2.5, they will not be able to student teach.

There was a really good turnout for the recruitment fair, and the graduate students did a great job answering questions about the college. Dr. Rainer asked about sending more of our graduate programs to the recruitment fairs. Dr. Griffin suggested online programs will attract more attention, so we should market those programs more. Ms. McGahee stated VSU was the only university at the recruitment fair. Dr. Gerber suggested asking Mr. Clark about marketing the graduate programs more—also, people were attracted by the palm trees (the look of the campus).

### **11. Center for Online Learning—(presented by Ms. Moore)**

It was announced the Center for Online Learning will move to Room 2245.

### **12. Announcements:**

T&P Dossiers due to Dean's Office by Oct. 29.

T&P Dossiers—Dr. Leech asked department heads to submit information on the number of personnel actions projected for this year.

PAAR due Oct 31.

### **13. Adjournment:**

The meeting was adjourned at 10:11 a.m., by Dr. Brian Gerber.

The next Executive Committee Meeting is scheduled for Thursday, October 25, 2012, at 8:30 a.m., in the Dewar College of Education Conference Room.

Attachment(s)

[Admissions Data](#)