

Dewar College of Education
Executive Committee
Agenda
08-11-2011

Approval of Minutes: Motion to approve-M.MaGahee Second-S. Grubbs Discussion: None Minutes were unanimously approved.

Item	Action(s)/Discussion Notes	Responsible	Completion/Status
1. 2999 update	If you have multiple students who need a grade change, once the GPA has been recalculated at the end of a semester. You can send a memo with all of their 870 #s and the change to S- to Stanley in the Registrar's office rather than doing a grade change for each.		Completed
2. Load for dissertation and/or thesis work	<p>Discussed typical loads- CLT doctoral loads are as follows: 3 dissertations=3hour load for the chair. For researchers, 6 dissertations=3hour load. CLT dissertation chairs receive no credit in the summer, but students must be registered for dissertation hours. Faculty who are scheduled to work during the summer must work with their dissertation students. CLT faculty who are not scheduled for the summer make arrangements with their dissertation students for the summer semester.</p> <p>Theses-CSD faculty does not receive reassigned time or load credit for theses. Educational Psychology program requires a thesis for completion. B. Bauer requested that the Executive Committee address the matter of load credit for faculty who chair and serve on dissertation and thesis committees. K. Hull expressed the desire that all eligible faculty serve on committees while reminding the Executive Committee that the College must maintain the quality of its dissertations.</p> <p>Will put this on the agenda for our retreat to discuss further.</p>		Ongoing discussion
3. Committees	University committee positions have been filled. B. Gerber commended the strong response he received from COE faculty. Please review faculty on the COE committees and make adjustments as needed	Dept. Heads	
4. Keys	Anyone who teaches in classrooms that are keyed will need the universal key.		

5. Feedback from opening meeting	Generally good feedback, tone seemed appropriate, generated some excitement about writing groups /ipads. K. Hull encouraged ongoing feedback as the year continues.		Completed
6. Part time faculty budget	Get part time budget to Honey, ASAP.	Dept. Heads	Completed
7. Faculty up for pre-tenure, P & T	<p>Send list of faculty who will be going up for pre-tenure, P & T to K. Hull. K. Hull reiterated her willingness to work with faculty to resolve questions or uncertainties for faculty who are undergoing the pre-tenure, tenure, and promotion processes. J. Lee urged department heads to remind faculty undergoing pre-tenure, tenure, and promotion that the guidelines provided are suggested minimums, not “checklists” that guarantee, <i>in se</i>, tenure or promotion. K. Hull reminded department heads that annual performance evaluations for faculty members undergoing pre-tenure, tenure, and promotion should reflect the evaluation of faculty performance in the pre-tenure, tenure and promotion process (e.g., faculty who are having difficulties meeting the requirement for tenure or promotion should also have areas of improvement or “unsatisfactorious” on their annual evaluations that coincide with the areas of concern in their tenure or promotion process).</p> <p>Discussions regarding post-tenure will be tabled for the time being.</p> <p>K. Hull will meet with department-level promotion and tenure committees.</p>	Dept. Heads	ongoing
8. NCATE –Let the writing begin	Next meeting, we will generate a timeline to get started on our writing assignments. L. Minor, J. Lee, and K. Hull will issue a writing schedule to appropriate personnel. L. Minor noted that designated personnel are working hard on the SPA reports. K. Hull requested a list of key assessments from each department head and stressed that it is critical that all required data be collected. K. Hull also noted that efforts are underway to enforce data submission compliance from COE faculty and personnel.		Ongoing

Attendance at Meeting: K. Hull, J. Lee, L. Minor, B. Gerber, B. Stanley, B. Bauer, R. Martinez, M. Griffin, D. Leech, C. Myers-Jennings, S. Andrews, S. Grubbs,

L. Corbin, G. Harrell, M. McGahee,

Announcements: Orientation thursday at 10:00, please make sure you have faculty covering the orientation and that you are available for overrides if necessary