**DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES**   
**DEPARTMENT HEAD EXECUTIVE COUNCIL MEETING**

**(3.31.22)**

**Attendance:** Karla Hull, Debbie Paine, Heather Kelley, Linda Most, Steve Downey, Crystal Randolph, Natalie Kuhlmann, Sonja Jenkins and Tracy Burch.

**Teaching Fellowship**: Dr. Hull reminded everyone of the May 9th due date for applications. She asked that they be prepared to identify the chosen reading for their department.   
**Web Team & Recruiting:** Dr. Warner gave a brief update on the progress and stated that the team will continue to work through Summer semester.   
**Textbooks:** Dr. Hull said that the response for textbook adoptions are only at 45%. Those are past due and are needed ASAP. Discussion ensued.

**Faculty Excellence Awards:** Dr. Hull asked the chairs to encouraged their faculty to apply. A review of the applicants will be held at our June 2nd meeting. Discussion ensued.

Workload Policy: Dr. Hull presented the updates to the Provost, he had issues with the description of super-sections and partial loads. Discussion ensued.

**Faculty Evaluation Model:** Dr. Hull asked for explanation of how the rubric is scored. Discussion ensued. Decision made that anyone with 51% needs improvement will need and attachment and goals to improve. A meeting will be set to discuss those goals along with the Professional Action Plan.

**Professional Education Services Update:** Dr. Kuhlmann reminded the committee of Educators Appreciation week and said that we have an ad in the Valdosta Daily Times. A professional development event is scheduled for June 14th. She is requesting payment for Atlas, GoReact, Mursion and Anthology upfront when FY 2023 budgets are available. She mentioned that on May 12th the PSC may announce that Program Admission Assessments and GPA requirements will be removed. She would like to have the chairs opinions so she will know how to approach the topic if is arises.

**Advising Update:** Ms. Stevens is not in attendance. She will give a demo of the new advising system on the next meeting, May 26th.

**Meeting adjourned at 11:35am**

Respectfully submitted,

Tracy Burch