

**EWAR COLLEGE OF EDUCATION AND HUMAN SERVICES**

**DEPARTMENT HEAD MEETING**

**(08/07/14)**

**Attendance:** Barbie Radcliffe, Anthony Scheffler, Brian Gerber, Mike Griffin, Jack Rainer, Kate Warner, Reynaldo Martinez, Corine Myers-Jennings, Lynn Minor, Natalie Kuhlmann, Doug Farwell, Festus Obiakor, Linda Most, and Mizanur Miah

Meeting called to order by Dr. Gerber at 8:31 a.m.

**Approval of Meeting Minutes:** The minutes from 02.13.14 and 04.03.14 were reviewed. A motion to accept these minutes with minor changes and seconded. No one abstained and said motion passed via consensus.

**IERs&IEPs:** These are going to be submitted through LiveText this year. Dr. Obiakor raised a question regarding the program coordinators being responsible for submitting because they have so many other responsibilities. Discussion ensued. If this committee is not the one that is going to be appropriate, who needs to review these? These will be due to the Assessment Committee by September 30<sup>th</sup> and to Dr. Michael Black's office by October 31<sup>st</sup>. This will be as simple that they can make it and the meetings should be aligned with the coordinator committee meetings.

Ms. Kuhlmann demonstrated the LiveText portion of the IER and IEP (IE plan, IE report). Dr. Minor and Ms. Kuhlmann are going to schedule a training session for LiveText.

**Field Experience Module Adoption:** Dr. Radcliffe's department piloted this in Spring 2012. Discussion ensued regarding the adoption of a new field experience module to be used in LiveText. This is something that we are working on for the upcoming Fall 2014 semester.

**Transformation Initiative:** Dr. Gerber thanked all faculty for working on all of the standards thus far. We were asked by the PSC to do the Transformation Initiative ("TI"). We are the only institution in the nation that is doing the CAEP standards with the TI. The entire country and Universities are going to be looking at us. We are the only institution going through accreditation next year.

The PSC is going to a yearlong field experience. Some of the departments are working on it already, but it is coming. As we look at the TI, we will try to ramp up the things that are doing now, but more service types of things that go on in that year. The TI has been submitted through the PSC and has been accepted by them.

**Budget & Positions Update:** Discussion regarding budgeting and positions ensued.

**Announcements:**

- Dr. Gerber presented the committee with an allocation formula for library allocations. (Please see handout)
- Dr. Martinez announced the approval of Dr. Morris working with his department. A reception for him will be forthcoming.
- Dr. Griffin mentioned an issue with the possibility of enrollment being low. This may need to be addressed once the final numbers for the upcoming semester is available.
- Dr. Gerber announced that the COEHS is moving forward on a \$200,000 grant that will be put toward competency based learning in K-5 for math and science students. This is something the GA DOE is very supportive of and will take place for Fall 2015.

Meeting adjourned at 9:51 a.m.

Respectfully submitted,  
Jessica Pippin