

**DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES
EXECUTIVE COMMITTEE MEETING
(09.22.16)**

Attendance: Deborah Marciano, Karen Rubin, Rey Martinez, Sandy Trowell, Barbara Radcliffe, Kate Warner, Sonya Sanderson, Renee Whitmer, Natalie Kuhlmann, Leon Pate, Ofelia Nikolova, Lynn Minor, Doug Farwell, Diana Holliman, Mizanur Miah, Corine Myers-Jennings

Meeting called to order by Dr. Minor at 8:30 a.m.

Approval of 9-8-16 Minutes: Dr. Pate moved to accept the minutes from 09.08.16 with minor corrections, Dr. Nikolova seconded. No one opposed, no one abstained and said motion passed via consensus.

Curriculum Documents:

Adult and Career Education Curriculum Proposals: (please see forum for related documents) Dr. Radcliffe moved to approve the proposals and Dr. Myers-Jennings seconded. No one opposed, no one abstained and said motion passed via consensus.

- Human Capital Performance Program: This proposal would be a correction to the practicum course and will be exclusive for this program.
- Doctoral Program: This proposal would add a new course in the Adult and Career Education core: ACED 9450 - International Workforce Education and Training. This would be a course that students from UWI and VSU would be able to enroll in. Dr. Martinez presented the syllabus to the committee.

Dr. Pate moved to table both KSPE and PSYC until all amendments are made, Dr. Farwell seconded. No one opposed, no one abstained and said motion passed via consensus.

Clinical Experiences and Certification: Mrs. Whitmer reminded the committee of the need for ideas for Professional Development Day. If anyone has any ideas, please follow up with her. Also, the CEC Office has received phone calls from school administrators and mentors regarding placement discussions being held outside of the CEC office. Please remember to make sure all placement requests go through the proper processes. Discussion ensued.

Advising Center: Dr. Rubin explained the process the Advising Center uses to register students for appropriate courses. Discussion ensued. Dr. Myers-Jennings advised the committee of her meeting with the upcoming CSD students. These students shared many ideas and recommendations as to what would improve the advising/ enrolling process. She is going to forward a list of these items to Dr. Rubin. The overall consensus is that they would like to have more interaction before entering into the program. Dr. Rubin reminded the committee of Dr. Warner's open house for sophomore. This helps build that relationship between students and the COEHS. Discussion ensued.

Budget Requests: The Deans Council met yesterday (09.21.16). The only item on the agenda was the budget requests. They are still working through the process and making modifications.

Dr. Gerber and Dr. Gravett have asked everyone to present their requests from the aspect of academics. They would like our 15 minutes to be more about student success than individual department need/want. Since the Department Head meeting held on the 15th, there have been changes to which positions would be swept. Discussion ensued. Dr. Minor has added a position in the CSD department and in the ECSE department. These positions were believed to be already in our budgets, however, they were not.

Mrs. Kuhlmann is going to get production data to each Department Head over the last four years to be used for justification purposes.

Announcements/Other: Please see the agenda for further announcements.

- Welcome to our two new faculty representatives - Deborah Marciano and Diane Holliman.
- Thank you to Mrs. Kuhlmann for the development of the forum for the COEHS Executive Committee. Ms. Coppage would like to discuss the COEHS forum with the committee to see about moving everyone to an electronic forum.
- Dr. Minor will still need everyone's roster of part-time faculty. Please have these to her no later than November 1st. These people must have their applications in PeopleAdmin before they can issue their agreements.

With no further business, the meeting adjourned at 11:09 a.m.

Respectfully submitted,
Jessica Pippin