

Agenda
Faculty Meeting
September 3, 2013
12:00 – 2:15
Dean's Conference Room

Present:

Dr. Regina Suriel	Ms. Julia McKissack	Dr. Debbie Paine
Dr. Barbara Radcliffe	Dr. Dawn Lambeth	Dr. Bob Spires
Ms. Melody Fuller	Dr. Lisa Jones-Moore	Dr. Jennifer Beal-Alvarez
Dr. James Martinez	Dr. Nanci Scheetz	Dr. Sean Lennon
Dr. Brenda Dixey	Dr. JT Cox	Ms. Christia Williams
Mr. Scott Grubbs	Ms. Stormi St John	

NCATE/CAEP Preparation

Writing Teams:

- Ms. Fuller's team will be meeting 8/3 to go over revisions and review feedback
- Dr. Scheetz's team has no feedback to review
- Dr. Martinez's team's feedback under review, preparing for NCATE conference

Dr. Radcliffe emphasizes that NCATE is a priority; many requests with quick turnaround time. COE is preparing for NCATE and CAEP at the same time.

CAEP standards have been approved. VSU is piloting this program

Reports – Calendar of due dates attached to minutes

LiveText Report (Due September 6) – Some data due to come from Assessment Center still not available. Include data for SU 12, FA 12, SP 13.

Process Goals – data collection important

Outcome Goals – need to include focused goals with measurable results.

Prior year's goals have been too ambiguous

Every program received feedback on last year's reports from Michael

Black – use the feedback to further improve

Institutional Effectiveness Report (Due September 6) – Data collected in LiveText

Institutional Effectiveness Plan (Due September 6)

Identify needs in program

Choose 1 or 2 Focus Areas (for year)

Preparation Approval Annual Report (PAAR) (Due October 15) – open for input as of 8/30/13. New faculty will need login names and passwords

Gaps – Assessment center has not provided all data

Update PRS Tables – add a new column to capture 12-13 data but still keep all from last year; report due May 15

edTPA Update– Beal-Alvarez/Fuller: Dr. Beal-Alvarez is the facilitator for this year.

- Fuller: Teacher Performance Assessment, externally evaluated, takes the place of Teacher Work Sample. Certification dependent on compliance. This year (13-14) is for training and orientation of faculty, next year (14-15) edTPA to be implemented; in 15-16 the plan will be fully implemented with consequences. Intended to align with TKES. \$300 fee; cost must be passed on to students
- Beal-Alvarez: went over job description of facilitator. Will work on making sure the language defining all standards align
- Radcliffe: changes to lesson plans – now reduced to only 4 pages

Program Updates

DEAF – Scheetz – 4 handouts passed around – proposed curriculum changes to Deaf Education program:

DEAF 3040 – change from SPEC 3040, MSRD to offer this course now. Motion proposed (LJM); seconded (MEF). Motion approved.

DEAF 2998-M – New course proposed – Deaf Studies Minors entry to the profession course not requiring purchase of Live Text or GACE exam. Motion proposed (LJM), seconded (SML). Motion approved.

M.Ed. Track II – Current track is 5th year program for VSU grads with BSED in Deaf Ed. New track will enable non-VSU graduates who hold teaching certificates outside of Deaf Education to earn a Deaf Ed M.Ed. If approved by VSU the program will become the model for the state of Kansas to train teachers of the Deaf. Motion proposed (MEF), seconded (CTW). Motion approved.

MAT – Minor in Deaf Studies – MAT degree, initial certification for teachers outside of education; Deaf Studies minor coursework in addition to MAT coursework. Students must have a minimum intermediate skill level on SLP interview. Motion proposed (CTW), seconded (STG). Motion approved.

Dr. Radcliffe emphasized that all faculty must go through the undergraduate and graduate catalogs regularly and make sure that the courses and programs of study listed in the catalogs are correct and in accordance with the department's offerings.

ASL/INTP – Williams –

- Update on changes to MSRD website. ASL/I and Deaf Ed have been separated, FAQ added, has reduced the number of phone calls asking for information.
- GoReact: more cost effective for students, no cost to VSU; an improvement over Evirex; excellent tool for providing feedback to student teachers in the field with video submissions
- GaRID: Dean's office approved Gold-Level sponsorship (\$500) for GaRID conference; VSU will have a table for advertising and recruitment
- Looking toward competency-based model for program; revisions upcoming

EDAT – Lennon: Minor changes to EDAT; finishing portfolio. 6001 being modified due to service hours; 6000 to be prepared and ready for summer. Proposal to offer 6000 and 6001 more than once per academic year. GA Southern offers in Fall and Spring. Course audits proposed.

EDET – Martinez (for Martin): Dr. Martin has instituted the use of FaceTime and video conferences with students in 8001; this has been very effective. 8040 Research methods being streamlined to become more effective. Reduced from 16 modules to 8. BJR: EDET wants to align 8020, 8040 and 8050 so that all the courses flow and work together.

MAT/MSED – Grubbs et al. – New faculty teaching in program as well as coordinating. Desire to streamline the number of artifacts required in Live Text. Assessment office has a concern about face to face MED students doing the same coursework as MAT (initial certification) students, out of compliance with NCATE standards. Changes already in the works: no more face to face MED students being admitted, curriculum changes in progress, clear differences in assignments in syllabi. Find redundancies and reduce them, give students credit for time in the field. (Currently 1 hour as grads vs. 10 hours as undergrads, for the same amount of time spent)

MGED – Paine

Portfolio changes; aligned artifacts to standards and cleaned up portfolios. Professional Development Schools – Dr. Radcliffe has met with local school administrators and plans are being worked out to make the program effective and make sure the scheduling is working for students and classroom teachers

MGMS – McKissack – 31 students enrolled in MGMS FA 13. No other program changes to report

READ – Dixey – Goal of putting entire READ program online beginning Fall 14. Aligning rubrics, standards, and assessments. Recommend adding another course; deactivating Ethics and putting it within other courses in program

**** Dr. James LaPlant, Dean of the Graduate School, Rebecca Waters and Justin McCallan join the meeting to speak about graduate recruitment.**

JLP – Graduate School had brochures printed that they wish to place in teacher's lounges in high schools across the state highlighting 8 fully online programs. Web advertising campaign on AJC.com; VSU only pays when someone clicks the ad. Full page ad in upcoming issue of PAGE One. Becca Moody, formerly a VSU undergraduate recruiter now based in the Atlanta area, is now working with VSU graduate school on recruitment. BJR: emphasized that the information previously sought from graduate program coordinators was added into the graduate school's advertising efforts. SML asks where in the state a lot of the interest is coming from on the AJC.com web ad. BJR suggests timelier targeting of web ads, when people are looking for grad programs, before application deadline. Discussed reaching out to VSU alumni who are principals and

superintendents about getting their teachers into EDAT and EDET programs. VSU's absence has been noted at GAEL. Dr. LaPlant asks about the caliber of graduate students enrolled and the quality of the work and writing they produce.

Gaps in content knowledge

Advisors need to look critically at student performance in content areas and address gaps in content knowledge before students get into classrooms and start teaching

GACE Testing

Content Assessment – Eligibility – GACE scores are now tied to each department; access to exams is controlled, students will no longer be able to take GACE content exam in areas they are not qualified to take (Ex. Math/Science person would not be permitted to take a Reading exam); must obtain prior validation from Assessment Center

Advising

New 2999 requirements

Ethics Module (quiz, affirmation statement) – must pass with a score of 100 but the test can be retaken as many times as needed to earn a 100 score

Signed Program of Study – Students must sign their program of study either in person or electronically

ENGL 1101 and 1102 – Grade of “C” or higher now required; previously “D” was the minimum

GPA – Look closely at advisee transcripts to see where students are struggling; if GPA is falling and they're barely passing content courses, have frank talks about the nature of the teaching profession so students understand what they are facing

Advising Sign-up sheet out (Advising: October 7-25) – Stormi has week-by-week calendars to send out to faculty to facilitate making advising appointments

Layout possible plan for finishing the program – write in estimated graduation date sooner into advising; when students are first admitted to the program

Graduation Applications - Have students complete grad app semester prior to block

Sharing/Celebrating

IDEA Center – Dr. Martinez shared an update about the newly-opened IDEA center; space available for faculty collaboration

American Sign Language I and II – DOE has approved ASL I and II for dual enrollment; one local high school interested in partnering with VSU

Active for Life – Dr. Scheetz team captain of Middle School Milers

Publications – Dr. Martinez; Dr. Lennon

Conference Presentations – Dr. Jones-Moore presenting her Twitter study at LRA in December; Dr. Martinez accepted to NAME (National Association of Multicultural Education) conference in November; Dr. Cox attending GERA in October; Dr. Dixey attending NASSA

Food for Thought – Sharing and Celebrating to be part of all meetings; contributes to MSRDC faculty collaboration

Year-end Funds

Send needs now; nothing will be purchased but we'll forward needs to Dr. Gerber
Ex. New carpet for room EC 1103

Marketing

Graduate Assistant Christina Rackley (tcrackley) very efficient and capable in updating website

Hiring

New COEHS policies and procedures forthcoming
Training for all faculty (end fall/early spring) – review of appropriate hiring practices and interview questions
CAEP – K-12 representation on search committee; possibly an adjunct

Service Committees

MSRD Committees (Graduation fall/spring) - faculty chose 2 committees to serve at the department/college/university level; graduations and visitations

COEHS Committee Representative Results:

JBA – Assessment; RLS – Conceptual Framework; RWS – Educator Prep Council; MEF – Field Experience; BPD - Graduate and Advanced Prep Appeals; DGP – Professional Development; CTW – Scholarship and Honors; LJM – Technology and Distance Education; NAS – Undergraduate and Initial Preparation

Supervision of Student Teaching

All faculty have standing authority to travel for supervision
Office Hours – Should not overlap with supervision hours

Funds

Travel

Supervision (Fund 10500, Dept. 1341041, Program 11100, Class 11000)

Must submit at the end of each month

Funded through Dean's Office

Radcliffe – 1st Approver

Leech – 2nd Approver (dwleech)

Professional (Fund 10500, Dept. 1131013, Program 11100, Class 11000)

\$2000/year

Must submit authorization to travel

Radcliffe – 1st Approver

Announcements

COEHS Homecoming Alumni Reception

Oct 4th 5-6:45pm - Jennett Lawn - \$250 refreshment budget for COEHS

Thanks to Dr. Paine for bringing the trifle

Important Dates

September 6th

LiveText Report
Institutional Effectiveness Report
Institutional Effectiveness Plan

September 13th

Graduate Faculty Status Applications Deadline

September 18th-24th

In-progress Grades in Banner (1000 and 2000 level courses)

September 23rd

Dossier for Tenure/Promotion due to Department Head

October 1

Advising Sign-up sheet out (Advising: October 7-25)

October 3

Midterm

October 20th

VSU Recruitment - Atlanta

October 28th-November 22nd

Early registration for Spring 2014

November 25th-29th

Thanksgiving Break (no classes)

December 2nd

Last Day of Class

December 3rd

Exam Preparation Day

December 4th-6th

Final Examinations

December 7th

Graduation

December 9th

Final Grades Due by 9 am

Faculty Meetings for the Fall Semester – First Tuesday (12:00-2:00)