

## **COLLEGE OF EDUCATION EXECUTIVE COMMITTEE MEETING FEBRUARY 16, 2006**

### **Technology Security Update**

Dr Gunter introduced Bill Moore, the security officer for on-campus computer usage.

Mr. Moore spoke extensively regarding the various aspects of information security policy including new procedures. Committee members received an outline of major technology security topics such as ID policy, general VSU network security issues, and all acceptable uses/responsibilities related to compliance with security policy. Actual security policies can be viewed at:

<http://www.valdosta.edu/security/policies/>

Mr. Moore summarized findings from a Board of Regents (BOR) audit as well as acceptable use policies and general use policies in place November, 2004. To increase the security of BANNER, the BOR audit recommended modifying the 6-digit pin used by most students. The pin now requires 8-characters consisting of alpha (case sensitive) and numeric components and must be revised every 180 days from their last revision. The BOR audit noted that using one's date of birth facilitates unauthorized access to Banner. This change in the password process will eventually take place for BlazeNet, WebCT Vista, and actual desktop Novell log-in. The next phase of password changes will take place March 15 for Banner GUI; the initial passwords for newly admitted students will now be 8 alpha/numeric characters. New graduate students will temporarily be assigned a 6-digit password.

Mr. Moore expressed some concern regarding the change in password system for Banner and Banner GUI so close to the beginning of next semester's registration process; however, such a change was deemed necessary to ensure the security of VSU's computer systems. Mr. Moore recommended contacting the Registrar with any Banner issues.

Mr. Moore reminded committee members that installation of third-party software on office machines requires prior approval to help eliminate possible spyware that is occasionally contained in third-party software. Spyware programs are those contained in software that monitor the user's computer and report to another system outside VSU. Vendors use these reports for a number of purposes. Therefore, VSU technology personnel must be notified through Joe Newton's office prior to any third-party software installation, and the user must maintain a copy of the license for auditing purposes. A multiple-site license might provide a less expensive solution if individuals are independently installing the same software on different machines. Coordination of such installations would reduce costs. Faculty and students must receive prior approval for any hardware added to a computer.

Other concerns relate to peer to peer (P2P) software and possible file sharing that is inappropriate and sometimes in violation of copyright regulations. Inappropriate file sharing will not be tolerated; and Technology Services personnel can search and seize computers (including wireless laptops) of faculty, staff, or students when such file sharing is suspected. It is important for technology personnel to assist with maintaining

anti-virus programs, etc. to keep laptops relatively free of any software breach or threat to the VSU network system.

Any attempt by faculty, students, or other party to hack or compromise the security system at VSU is criminal. Local law enforcement agencies can issue a subpoena and confiscate equipment should evidence of hacking reach their attention. Currently a VISTA course on web security is in the works for faculty and probably students that will be required for continued use of the VSU network system.

Mr. Moore is willing to attend individual departmental meetings, at a department's convenience, to disseminate this information. Please contact his office to make arrangements. Dr. Zahner suggested a presentation by Mr. Moore at one of the Online Lifeline sessions as another venue for faculty to receive this information.

### **Outstanding Student Teacher Awards**

Dr. McGahee distributed forms for outstanding student teacher awards to be presented at the COE meeting on Tuesday, April 18, 2006. The awards go to the various departments that have student teachers in the public schools. Dr. Bauer requested that service personnel (school counselors and school psychologists) be included in the COE level recognition. Dr. Zahner mentioned the possibility of including media specialists. Students in an ed leadership field experience might likewise be recognized at this collegiate level. Dean Gunter acknowledged that recognition within these additional areas would be proper, but nominees must evidence improvement in P-12 students' learning.

### **Deans' Council Report**

Dean Gunter mentioned several important dates announced at the Deans' Council meeting of February 15. The administration will provide further information at a later date. On August 18 the opening of the centennial recognition will take place with fireworks, perhaps a Moody Air Force fly over, etc. Parents' weekend will be September 22. Homecoming will take place on October 7, 2006. Dr. Gunter requests faculty input on opportunities to share in the homecoming celebration.

### **2999 on Senate Agenda**

Dr. Gunter thanked all present for teaching the 2999 course(s) since this non-credit course is not an officially recognized part of the teaching load. He expressed gratitude for department heads who actually teach the course. He indicated that concern of any additional load to faculty was somewhat misplaced since presently only one non-department head faculty member is teaching a single 2999 section of 20 students or fewer. This individual volunteered to instruct the course, while department heads have volunteered to teach the remaining courses.

### **2999 and Midterm Grades**

02/09/2006

Maggie Roberts reminded committee members to give the information regarding 2999 performance by midterm so the admission to teacher education process would run smoothly. She thanked members for their participation since this notification seems to be a much more efficient process since 2999 instructors are familiar with basic 2999 requirements across programs. Maggie distributed a report regarding student population in teacher preparation programs for spring 2006 that included group statistics for grade point average; axis 1 results for fall, 2005; and other requirements in the context of 2999 that include LiveText forms, insurance enrollment, and criminal background checks. Students must meet these requirements prior to entering the student teaching process. The number of students who lack various components required to begin student teaching has diminished substantially. Maggie reminded faculty that students who have had difficulty with Praxis I should take advantage of the free tutoring available. Since the number of students still having difficulty with Praxis I are relatively few, sufficient tutors should be available through the College of Education Advising Center.

Students have signed up to take the technology test in relatively high numbers and appear to be aware of this requirement. Students will have one more opportunity on Friday, February 26, to take the technology test. Dr. Lee noted that 105 individuals took the last computer assessment and recognized Dr. Griffin's department (KSPE) for its compliance with these admission requirements. Some departments have several people signed up for the last computer usage test, and it is important that these students take this test since midterm grades are due on February 26 (the same day as the last computer test). Effort will be made to include these late assessments in the grade assignment process; however, since most students have already taken the test, use of this information may not be possible in the assignment of 2999 midterm grades. A student who does not receive a "satisfactory" 2999 midterm grade will postpone their registration for student teaching beyond pre-registration on March 20.

### **Initial and Advanced Program Reports**

Much work must be done on advanced program reports; however, there is no information regarding due dates for these reports. Dean Gunter asked for the establishment of our own due date to facilitate completion of this process. March 20, immediately following spring break, represents an appropriate due date for these reports to the Professional Standards Commission (PSC). Dr. Lee reminded committee members that initial and advanced reports can be finalized but not submitted to give Drs. Gunter, Lee, and other COE Executive Committee members an opportunity to review reports outside their domains as a check prior to submission of reports to the PSC. Dr. Lee noted that some standards will be removed from the advanced report templates, and that individual programs are to derive their own standards and measurement. Dean Gunter reviewed the assessments portion of these reports and discussed appropriate content. In teaching, the six evaluation standards available through LiveText are derived in part from the Georgia Systemic Teacher Education Program (GSTEP).

02/09/2006

1. comprehensive measure of skills
2. dispositional survey
3. self-evaluation or self-rating
4. field experience observational ratings from GSTEP
5. measure of literature review skills\*

\*Built into the textbook for Dr. Zahner's departmental ITE 7070 online course or another rubric such as found in the HEROS (Helping Educators Reach Out to Every Student) program. An assessment of the literature review should evaluate content and APA style.

6. impact on P-12 learning through an action research project

Again, the HEROS program offers a template for impact on P-12 learning through an action research project as does the ITE 7070 online course. It is important that this action research (P-12 impact on learning) be demonstrated by other programs such as early childhood, Spanish, school counseling, health and physical education, business education, etc. Dr. Lee recommended that the initial assessment rubric be based on the Impact on P-12 at the NCATE website. Dean Gunter emphasized not only the small number of students that this task for the PSC report affects, but also its necessity for completion.

### **Faculty Development Funds**

According to Dr. Gunter, faculty development funds have been dispersed equitably across departments on a per faculty basis and should be spent. This process does not represent the same application process that was in place earlier.

### **Assistance for Dr. Ducharme**

Dean Gunter thanked everyone for their assistance in providing food and especially for the social aspects of their visits to Dr. Ducharme. Dr. McGahee noted that Dr. Ducharme is eating well and is doing fine. Scott Grubbs added that he saw her on Monday and that she does enjoy visiting and talking with those people providing the meals during the recovery of her broken ankle.

### **M.Ed. and Ed.S. in Teaching and Learning**

Due to time constraints, Dr. Gunter postponed this discussion until the next meeting.

### **Announcements**

- The Faculty Senate meets this afternoon, February 16
- The Graduate School Fair will take place February 21, 2006, 10-2 in Magnolia Room

02/09/2006

- Dr. Rey Martinez announced that he is now a trustee on the Board of Trustees for the National Association of Technical and Industrial Teach Educators (NATITE)
- Scott Grubbs was recognized for his future Educators of America presentation
- Dr. Gunter thanked Drs. Bauer and Martinez [for their assistance with the recent COE pre registration process](#)
- Dr. Gunter recognized one of Dr. Pearce's students for an article published in art
- Dr. Gunter wanted to especially recognize Dr. Ellen Wiley for her help in the development of education modules associated with the *Tuesday Afternoon Regulars*. This particular theatrical work has been taken on tour to schools in nine Georgia counties and one Florida county
- Dr. Gerber will preside at the next COE Executive Committee meeting on February 23, 2006.

Respectfully submitted,  
Larry Hilgert

02/09/2006