

COLLEGE OF EDUCATION EXECUTIVE COMMITTEE MEETING SEPTEMBER 29, 2005

Institutional Report of Progress

Dr. Gunter began the meeting with a 9/22/05 report from the University System Review Office addressing progress made by teacher preparation programs toward meeting Regents' principles. Albany State University, Columbus State University, Georgia College and State University, Georgia Southwestern State University, Kennesaw State University, North Georgia College and State University, and University of West Georgia were not a part of the rating since they have recently undergone NCATE review.

Dean Gunter noted a few ratings that needed additional documentation from the VSU Counselor Education Program: CACREP content knowledge, individual/group counseling areas, faculty resources and rewards, supervised field experiences, and admissions and certification pass rate data,. Some discussion ensued regarding pass rates for the music program and in some science areas at the B.A. degree level of teacher certification, particularly for national board certification. Recruitment remains important, especially in areas of teacher shortage. Dr. Gunter was pleased with Praxis II pass rates across teacher education and noted a positive end-of-report comment regarding VSU's obvious progress. The Institutional Report of Progress and other documents discussed are available on-line through the COE Executive Committee Minutes link.

Ed Leadership Conference

Drs. Leech and Zahner provided feedback from the Ed Leadership Conference held at Pine Mountain and agreed that having Ed Leadership and Curriculum and Instructional Technology as part of the interdisciplinary team at the meeting was beneficial in the discussion of research and ed leadership. According to both department heads, sharing information with other program personnel from the Southeast was likewise beneficial.

Dean Gunter stated that signatures from the Professional Standards Commission (Dr. Toth) and the Board of Regents (Jan Kettlewell) on an agreement regarding the educational leadership program approval process set forth at the meeting marked an important interaction between these organizations and a trend toward a performance-based program endorsed by both. According to Dr. Zahner, she learned new vocabulary and noted much interaction relating to issues proposed by the PSC and Board of Regents (BOR). She felt that placing the signed agreement at the beginning of the discussion rather than at the end could have somewhat lessened tension during the discussion at the conference.

Dr. Leech noted that standards are not yet set, and Ed Leadership will not need to fulfill or use the current structure for standards. Dean Gunter noted the importance of the fall 2007 NCATE report for Ed Leadership, especially concerning the collaborative efforts of both the PSC and BOR. Since NCATE visits fall 2006, the 2007 application process for Ed Leadership may be somewhat streamlined. According to Dr. Gunter, Dr. Leech will be part of the task force to design the new standards that will include feedback from the NCATE report.

Funded Grants

An Educational Technology Training Grant was not included in the previous announcement of funded grants for fiscal year 2005. The revised total of all funded grants for the College of Education is approximately \$2 million.

Special Education Personnel Prep Grant

Dr. Gunter congratulated Drs. Hull and Lee for their recent successful completion of a \$4 million grant over 4 years for teacher training to better serve students with severe disabilities. Of the grant money, approximately \$198,000 per year would support teachers being trained to serve severely disabled students. Dr. Lee indicated that trainees would receive an approximate stipend of \$10,000 per year to help defray tuition costs. Hope grants are also available. Dr. Lee also mentioned a need for practicum sites where special education is inclusive with regular education programming.

Letters to Students

Dean Gunter mentioned that he has hand delivered letters to nine (9) students who have not met the prerequisites to teacher preparation and are thus ineligible to continue in their respective teacher preparation program. He will deliver the remaining six (6) letters to ensure that students are aware of their discontinuation. Dr. Gunter advises students that they may pursue the formal appeal process if they have questions.

NCATE / PSC Unit-Level Report

Dr. Gunter has asked Dr. Lee to schedule appointments from October 3-7 to assist with entering program assessment documents in LiveText by October 7.

According to Dr. Lee, advanced programs outside teacher education appear to be in relatively good shape. Dr. Lee noted a need for attention to field experiences in the teacher preparation programs. Dr. Lee reiterated that other NCATE reports can be viewed at ncate.com and indicated that advanced placement programs for teacher education (beyond the bachelor's degree) exhibit similar weaknesses in the assessment and field experience for these advanced teachers.

Dean Gunter indicated that the conceptual framework narrative should be available in mid October.

According to Dr. Gunter, Mark Swift will contact all departments regarding their web page designs. Dr. McGahee noted that some departments should expunge their web files that are not being accessed or are not linked to web pages. Dr. Zahner proposed some title changes on the drop-down menus of the main page (e.g., instead of listing *Odum Library*, provide a drop-down link under *Library* since students may not be familiar with the listing as *Odum*; or change the link to *Police* rather than *Campus Police*). In response, Dean Gunter said he will try to bring these suggestions to the attention of the programmers who format the VSU home page.

Dr. Lee recommended that students take the PSC Technology Assessment as part of their technology assessment process. Dean Gunter said he would contact Mimi McGahee regarding the feasibility of this proposal. The passing score is set at such a level that many VSU students should have no difficulty passing the assessment. Nevertheless, scores could still be useful in formative and summative assessment rather than paying strict attention to only the Georgia cutoff score. Dean Gunter will contact Mimi McGahee and F. D. Toth regarding use of this assessment system available through the Professional Standards Commission.

Dr. Lee indicated that all faculty should be informed about the Georgia Performance Standards (GPS) and the Quality Core Curriculum (QCC) since uncertainty currently exists as to which PSC standards apply to the various programs. Dean Gunter will ask Barbara Stanley to respond to this issue and report findings to all department heads.

Faculty and administration need to be involved in the design of a P-12 initiative. It was mentioned that Tim Ragan, a principal from a neighboring school system, indicated he would be willing to help with this partnership effort.

Dean Gunter noted that the College of Education may want to consider a unified Field Experience Handbook. All field experience handbooks should be forwarded to Dr. Lee who will help coordinate this consolidation effort.

Curriculum Changes

Dr. Gerber addressed a newly proposed process for course and curriculum changes that would include advisory committee meetings. He emphasized the importance of including departmental advisory committees in this process. Dr. Gunter spoke of the need to involve our P-12 consumers, which may represent a serious yet worthwhile change. Dr. Martinez emphasized that while advisory committees are very helpful and very important, they should not set policy. Dean Gunter requested that department heads bring this issue to the agenda for the next COE Executive Committee meeting.

COE Initiatives

Dean Gunter presented a list of initiatives to be included in his report for the VSU planning process to regularly and systematically summarize and improve the quality of this particular COE unit. To address issues of confidentiality, Dr. Gunter indicated a need to renovate the “wall-less offices” where the walls do not extend to the ceiling. The relocation of the Advising Center and possible monies for re-assignment of faculty time to advisement are important issues to consider when requesting additional faculty.

Other initiatives include a possible doctorate in science education, which would bring attention to the need for greater science education in the P-12 schools.

Another item mentioned in the initiatives is funds needed to bring in NCATE / PSC for next year’s review.

Dean Gunter said he would need to know of any additional improvements or renovations made throughout the various departments. Any other requests for inclusion in these initiatives should come immediately from the departmental level to be included in the report.

Homecoming Tailgate

Dean Gunter noted that Dr. Hull will be traveling in his place to San Diego so that Dr. Gunter may be present for the October 8th Homecoming Event. Maggie Roberts suggested that we contact alumni to assist with the homecoming tailgate. The cost for approximately 200 attendees will be nearly \$1200. Dr. Gunter said he will send out an immediate announcement regarding the event. Volunteers are needed between 9:30 and 10:30 a.m. to begin grilling hamburgers and hotdogs for attendees who arrive at 11:00 a.m. Dr. Martinez volunteered his services. COE retirees and Arts & Sciences faculty involved in teacher education preparation should be invited.

Faculty & Staff Campaign

Dr. Gunter noted that he will deliver free pizza to any departmental faculty who have 100% participation in the Faculty & Staff Campaign.

Dates to Hold

The Executive Committee will probably hold its annual Christmas dinner on Saturday, December 10. Hors d’oeuvres will be available on dead day, and Rey Martinez volunteered his department for additional multicultural items to be included on the buffet. The secretaries’ luncheon will take place on Tuesday, December 20.

Information Dissemination to Faculty

Dean Gunter expressed concern that some faculty were not as well informed as possible. Dr. Gunter requested other possible means to inform faculty of these COE Executive Committee meetings. He noted that the minutes have been made available and wants faculty to understand that committee proceedings are not privileged information but should be disseminated to faculty. For example, the use of LiveText is particularly important. While at least one state institution has developed its own database system, that institution would advise against it due to the huge amount of time required to compile the database.

Announcements

The next COE Executive Committee meeting will be October 13.

Maggie Roberts announced that for upcoming midterm grades, those individuals not majoring in an area where teacher education is available should not be included in the 2999 registration process. Upcoming registration and grades being due would impact continuance in teacher education as well. Sometimes students returning for an add-on certificate in another area become lost in the process. While their numbers may not be great, it is important that these returning students have met all requirements such as insurance, etc.

Dean Gunter mentioned that Bobby Watson will be assisting faculty with cleaning old files from the U drives. He will back-up files on drive U that can be transferred at this time. Bobby will also help back-up your personal computer as well.

Danny Smith will be available in Dr. Gerber's old office to help faculty move video to a more computer friendly format and to DVDs. Dr. Gunter also noted that VHS material should be moved to DVD soon since Wal-Mart will have no VHS players after Christmas. Rex Devane could assist with this process since he is most familiar with any copyright issues.

COE faculty members are invited to the October 11th Kappa Delta Pi initiation in the Biochem Building. Please RSVP if you receive an announcement.

Maggie Roberts mentioned that the COE Praxis I workshop will be held October 3 from 4:00 – 7:00 p.m.

The Valdosta Symphony Orchestra performs Saturday, October 1, with a solo cellist.