

**DEWAR COLLEGE OF EDUCATION
EXECUTIVE COMMITTEE MEETING
JANUARY 17, 2008**

Meeting Attendees

COE Executive Committee members in attendance were Robert Bauer, Brian Gerber, Mike Griffin, Phil Gunter, Larry Hilgert, Karla Hull, Julie Lee, Don Leech, Rey Martinez, Donnie McGahee, Corine Myers-Jennings, Blake Pearce, Julie Reffel, Maggie Roberts, and Barbara Stanley.

Feedback from Deans' Council Meeting of January 16

Student teaching applicants numbered 733, representing a 25% increase from last semester and a 65% increase from the previous year. Dean Gunter also mentioned that the increase in graduate enrollment would help support the need for additional faculty.

Construction of the new sports arena is approximately 6-7 months behind schedule due to unanticipated drainage and fill issues.

University Advancement has undergone reorganization with University Relations being divided into three separate units: Publications & Design Services, Marketing, and Communications. The Communications Unit is under the President's Office. Thressea Boyd, assistant to the president for Communication, will be overseeing the construction of a VSU News Web site. Mary Gooding, director of Marketing, and Bobby Lacey, photographer and web designer, will work with Thressea Boyd to construct this new web page.

Dr. Cragg spoke at the Deans' Meeting about accreditation by the Southern Association of Colleges and Schools (SACS). Any substantive changes since the 2000 visit should be submitted (e.g., a program where more than 50% is offered off-campus). Columbus State had to more thoroughly document substantive changes, and VSU has a documentation mechanism in place that notes major program revisions. According to Dr. Julie Lee, all major changes, including the new franchise programs, have been sent forward. Forms for any substantive changes should be completed 6 months in advance. The Executive Committee has been very vigilant about new on-line courses and should be informed of on-line courses from other institutions that may be part of a program based at VSU (collaborative programs). Dean Gunter noted that new certificate programs must also be submitted. Endorsements are not programs and thus do not require as much paperwork.

Dean Gunter then spoke briefly about the Quality Enhancement Plan (QEP), a new project linked to VSU's mission that demonstrates learning is at the heart of VSU. This plan will include completion of an electronic curriculum vita by each faculty member by May, 2008. A syllabi outline was provided to ensure that syllabi contain certain elements. Performance measures must be shown for syllabus items. Dr. Blake Pearce mentioned that while the syllabi elements are constant in his department, the course outline may vary if the course instructor uses a different process to address a syllabus objective. Dr. Donnie McGahee suggested that an electronic version of a sample syllabus would be helpful to faculty. Any new program proposals must adhere to the QEP outline for certification compliance. The Assessment Committee will compose official responses to 80+ compliance items during June 2008-2009. Documentation is due to the SACS off-site review committee in August 2009. On-site review by SACS will take place sometime between January and April 2010. Dr. Gunter reiterated the need for comprehensive standards on faculty credentials (the credentials that qualify a faculty member to teach a particular course as well as a faculty member's expertise in a given area).

For example, a faculty member's vita should substantiate that individual's responsibility for courses in specific content areas. Part-time faculty must also possess credentials that support the courses they teach.

Dr. Gunter then asked Executive Committee members to provide a critical needs list of "dream items" ranging in cost from \$3 million to \$13 million. Thus, a list will be readily available should a benefactor want to invest a large sum of money. Dr. Robert Bauer mentioned that Psychology and Counseling had a facilities document that could become one of these items with minor repackaging.

A one-page fact sheet on the undergraduate advising models is available.

Prior Learning Assessment (PLA)

Dr. Barbara Stanley discussed the PLA pilot project at VSU. The College of Education needs two assessors to be trained in the PLA process. Dr. Stanley provided a PowerPoint presentation on criteria aligned to course outcomes. Students develop portfolios to support evidence of prior learning. Financial support of the two individuals to be trained as on-call assessors will be during spring and summer. Trainers might be selected from Adult and Career Education (ACED) and perhaps Psychology and Counseling given the work experiences that translate to prior learning. Dr. Mike Griffin noted that Green T. Waggener is working as an assessor for first-aid types of experiences in Kinesiology & PE. Military personnel already receive PE credits. Department heads should let Dr. Stanley know of any faculty interested in being part of this PLA pilot project.

BOR Teacher Report

Dr. Julie Lee discussed the Unit report due to the Board of Regents by February 1, 2008. As part of the unit report, a list of completers, disaggregated by ethnicity, level, and subject area and the unit pass rate were to be included under GACE Content Assessment. The Professional Standards Commission (PSC) is verifying data accuracy and has not yet posted the Program Completer Matching Reports (program completers for 2006-2007) or the Preliminary Annual Institution Reports. The unit report also includes a listing of Professional Development Schools (Comprehensive Partner Schools) and addresses *Regents' Principles* on responsiveness which are not aligned with NCATE standards. The only area of concern is the slight decline in teacher production by the College of Education.

Effect Size for Teacher Work Samples

Dr. Julie Reffel presented a summary document of pre-test/post-test scores from teacher work samples in the Early Childhood Department. The reported effect size above 1.0. The mean for the pre-test was 42.09 (SD = 23.18); the post-test mean was 86.43 (SD = 25.33). Dean Gunter requested that effect size statistics from all programs for the past year be available for overview during the summer retreat.

Early College Update

Valdosta City Schools met and indicated a memo of understanding should be returned in a couple of weeks. Drs. Gunter, Gerber, and Lee met with Drs. Zaccari and Levy to discuss the city's plans for S. L. Mason Elementary School. Dr. Cason, superintendent of Valdosta City Schools, is very positive regarding the use of this property for VSU's Early College Program.

Student Teacher Data

Student teacher data, run from LiveText, is now available. This data includes evaluations of mentors by student teachers and evaluations of student teachers by mentors. Course evaluations will be available by next Thursday for VSU instructors.

PAAR Update

Drs. Lee and McGahee indicated that the Preparation Annual Approval Review (PAAR) report will undergo some slight changes; however, none of the existing fields will change. The Professional Standards Commission will no longer be reviewing advanced programs. Review of these programs will probably be by the Specialized Professional Associations (SPA). The upload for the previous year's data will take place in October and will consist of Fall 2007, Spring 2008, and Summer 2008 data. An "Area of Improvement" button may be added to the electronic report.

Academic Recognition Day Nominees

Academic Recognition Day nominations are due tomorrow.

Huitt's Class Activity

Dr. Gunter mentioned that he met with Dr. Bill Huitt regarding an Area F Field Experience assignment where VSU students read to children via DVD. The DVD is then sent home with children so they are read to at home. Dr. Gunter noted that faculty should share various ideas or favorite class activities with each other since we are all involved in the process of teacher training.

LiveText Training – Needs Assessment

LiveText personnel anticipate conducting student and faculty training on January 31 and February 1. January 31 is also the data meeting for the Executive Committee.

Announcements

- 100 students will be attending the presentation by Don Puckett
- Student teaching ends November 21 for fall semester 2008
- In Bainbridge, 33 high school teachers are on LiveText and others are being trained
- Book Fair (February 18-22) flyers were distributed
- Relay for Life sign-up sheets
- January 24, 2008 – Next Executive Committee meeting

Respectfully submitted,
Larry Hilgert