Curriculum and Instructional Technology

August 12, 2010

GA VH LL EW LS DD JZ

1. Future department meetings will be held on Tuesday afternoons at 1:30.

2. JZ discussed spring schedule needs. Advising spreadsheets need to be updated.

3. JZ discussed the fall IT Ed.S. orientation scheduled for August 21st.

4. LS led a discussion on P-12 Learning Document for Ed.S. students in ITED 8999.

5. JZ discussed fall enrollment numbers.

EW

Curriculum and Instructional Technology

August 31, 2010

GA VH LL EW LS DD JZ DL

1. DL presented the options for NCATE documentation for the next visit. The group consensus was the Continuous Improvement model so that we can continue to build our evidence base to guide our practice.
2. JZ discussed issues related to the Ed.S. research sequence.
3. EW presented an overview of the revised version of ITED 8960 that was taught this summer.
4. A decision was made to eliminate the Leedy text from 8970, add anything needed from Trochim website.
5. LS will send the new P12 learning form to all.
6. JZ requested that someone take responsibility for the research sequence.
7. Advising for EdS spring students will remain as it was last fall with 8500 in their first summer and the elective partnered with 8970.

EW

Curriculum and Instructional Technology

September 7, 2010

GA VH LL EW LS DD JZ DL

1. LS discussed the SACS assessment data that will be needed by October 1st. Copies of the plans and reports were distributed. Each program coordinator will be responsible for completing the reports and sending to LS for final review.
2. LL will complete the paperwork for a vendor table at GaETC for recruiting. JZ will also plan to attend. EW will be backup to attend if JZ is not available.
3. VH will have a section of EDUC 5999 for Ed.S. IT (non Library Media) for spring.
4. LL will edit 8970 to integrate changes from 8/31 meeting.
5. TA portfolios will be due on October 20th. LL will distribute the two portfolios to faculty for review. Reviewed portfolios will be due to LL on October 28th.

EW

Curriculum and Instructional Technology

September 21, 2010

GA VH LL EW DD JZ

1. JZ discussed the SACS information progress.
2. JZ requested that everyone review the University T&P guidelines for our next meeting.
3. JZ encouraged everyone to complete the IT Standards Survey. LL will distribute copies of the standards to assist in the survey process.
4. AP requested a review of the ITED 7050 syllabus (via email to JZ). JZ will distribute a copy for review for next week's meeting.
5. JZ requested that we "talk" through the ITED 8970 assessment at our next meeting. JZ will send a copy of the ITED 8970 assessment via email.

EW

Curriculum and Instructional Technology

September 28, 2010

GA VH LL LS EW DD JZ AP

1. LS reminded group that SACS IE Reports and Plans due tomorrow; appears on track to complete.

2. LS announced PAAR report deadline; faculty should update paper copy of credentials and turn in to her.

3. LS chosen to present on AECT accreditation panel in Anaheim, CA; conflict with GERA so cannot attend.

4. JZ led group discussion on T&P draft guidelines. She will assemble group concerns on basis of faculty feedback.

5. AP discussed current Technology Committee issues concerning Active Directory and email.

6. LS reminded group of deadline for WebCT inactive courses to be migrated to BlazeVIEW to avoid loss.

7. LL discussed current Faculty Senate issue.

8. JZ led group discussion of proposed PSC standards for certification in Instructional Technology, including how the standards might require re-design of some courses within the program.

9. AP requested review of ITED 7050 syllabus and modules from the group. Syllabus example and comments will be sent to AP from JZ.

10. DD passed out compilation of necessary documentation of criminal background check and liability coverage for candidates/advisees. Discussed differences between tech apps, library media, and Ed.S. students. AP will send forms he uses in 2999.

11. LL reported on booth acquisition for GaETC; discussion of how to get current students and alumni notified and involved.

12. JZ referred the planned ITED 8970/8999 research sequence re-design, and related assessment data collection to the next meeting.

EW

Curriculum and Instructional Technology

October 5, 2010

GA VH LL LS EW DD JZ

1. JZ and GA will complete and update PAAR data for the Online Teaching Endorsement.
2. JZ announced that the GOML registration system has been decommissioned. Students will now register through Banner.
3. JZ will check the spring schedule in Banner for errors.
4. Thanks to JZ for her work on syllabus alignment. We now have all the correct items in syllabus templates for all programs.
5. JZ discussed proof roll drop issues. A statement will be placed in Banner and on the Course Content page of all courses to address the issue of documenting attendance.
6. LS discussed the Background Check and Liability Insurance forms. LS sent the forms to the newest Ed.S. advising group.
7. EW will provide the Word version of the Program of Study for the Ed.S. program.
8. LS reported on her attendance at the T& P Town Hall meeting.
9. JZ led a discussion on the Ed.S. Research sequence.

EW

Curriculum and Instructional Technology

October 12, 2010

GA VH LL LS EW DD JZ

1. JZ requested the addition of EDUC 5999 on the Program of Study for the Ed.S. LM Option.
2. Thanks to EW for distributing the Word version of all Programs of Study.
3. LS gave an update on PAAR progress.
4. LS requested updated advising lists.
5. DD announced that SG will be awarded the GAIT Scholarship in Athens at COMO this Friday.
6. JZ reminded everyone that textbook orders for spring are due by October 15th.
7. DD will be attending COMO later this week in Athens. DD serves as the secretary for GAIT.
8. LL will attend the GaETC conference. LL will set up and monitor the departmental recruiting booth.
9. DD announced that BM will soon have the videotaped virtual field trips ready.

EW

Curriculum and Instructional Technology

October 26, 2010

GA VH LL LS EW DD JZ

1. JZ reminded everyone about textbook orders.
2. JZ recommended that we upload a hidden file with assessment piece information for the instructor to access.
3. JZ reminded everyone about incompletes.
4. LL and DD presented student requests.
5. JZ discussed new information about online programs. JZ will follow up with JS.
6. LS requested that remaining advising spreadsheets be updated.
7. JZ requested that EDUC 5999 documentation be printed and placed in candidate folders.
8. JZ announced that the health fair will take place on the 27th.
9. JZ reminded everyone about the USG survey on CMS.
10. JZ discussed a scheduling change that impacts ITED 9899. KT was recommended as an adjunct for the course.
11. JZ discussed the serial holdings list from the library. Each group member was asked to review the list.
12. JZ led a discussion of the COE concern form. The group provided feedback.
13. LS provided a PAAR data update.

EW

Curriculum and Instructional Technology

1/11/11

GA VH LL LS EW DD JZ AP DL

1. A large group discussion of the COE T&P document was held prior to the start of this meeting. JS led the discussion and DD took notes.
2. JZ announced the scheduled Ed.S. orientation to be held on 1/15. An invitation was extended to all who would like to attend.
3. DL discussed the PSC Rule related to "pay for degree" which is currently posted at the PSC site. Implications for enrollment were discussed.

EW

Curriculum and Instructional Technology

January 25, 2011

GA VH LL EW LS DD JZ

1. LS gave an update on PAAR.

2. LS encouraged everyone to attend one of the COE NCATE meetings.

3. JZ discussed the PSC rule in relation to admissions.

4. DD discussed an email from the MLIS program at VSU.

5. VH presented a request from MS in nursing for participation on a thesis committee.

6. EW discussed the IP issue with doctoral students in 9999.

7. JZ announced that our next meeting will be 2/8.

EW

Curriculum and Instructional Technology

February 8, 2011

VH LL EW LS DD JZ

1. JZ asked for updates on adjunct faculty from mentors.

2. JZ emailed ML at the Graduate School to change Ed.S. admission for fall to summer.

3. LL is will contact the Graduate School to notify masters TA students.

4. VH gave a report from the personnel committee on the new position search.

5. DD presented a class project she has implemented.

6. JZ discussed presentations she made in Belize.

7. LS announced that AECT presentation proposals are due 2/15/ AECT will be in Jacksonville this year.

8. VH was awarded a Teacher Quality grant for next year.

9. LS and RS were awarded an internal research grant.

10. LS presented an overview of assessment needs.

11. SPA reports will be due early fall.

EW

Curriculum and Instructional Technology

March 1, 2011

VH LL EW LS DD JZ GA DL

1. LS led the outstanding student awards selection process.

2. DL discussed offices and computers for faculty new hires.

3. JZ led the discussion of summer and fall courses.

4. Titles were designated for the two special topics courses offered: ITED 7900 Special Topics: Library Research Methods for Online Students and ITED 7900 Special Topics: Atomic Learning in Instructional Technology

EW

Curriculum and Instructional Technology

March 8, 2011

VH LL EW LS DD JZ GA

1. VH led the discussion on candidate selection.

2. JZ distributed a list of her current responsibilities that will need to be reassigned.

   Everyone was asked to review the list and be ready participate in the reassignment

   process at our next meeting.

3. JZ circulated a sign-up sheet for ITED 8999 presentations.

4. LS gave an update on SPA reports.

EW

Curriculum and Instructional Technology

March 22, 2011

VH LL EW LS DD JZ

1. JZ discussed the graduation application process. Packets will be prepared in advance by graduate assistants per the guidelines provided.

2. JZ announced that meetings would not be held on 4/5 and 4/12.

3. LS gave an update on AECT and NCATE.

4. JZ announced that the Ed.S. applications are in.

5. EW announced that the Ed.D. applications have been sent from the Graduate School.

EW

Curriculum and Instructional Technology

March 29, 2011

GA VH LL EW LS DD JZ DL

1. Registration concerns were discussed.

2. LS requested that ITED 7900 be added for fall.

3. DD discussed the changes that are needed in the welcome letter. She has edited the LM letter and the other advisors will provide edits so that SG can make the needed corrections.

4. A decision to require 5999 for all masters and Ed.S. students was made by the group. The decision was made to ensure that all documentation is gathered through a standardized and timely process.

5. LS discussed the possibility of having a face-to-face orientation for Ed. S. students this fall.

6. LS requested that grade sheets for GOMOL Online Endorsement courses be gathered and maintained for future assessment needs.

7. DL discussed admission considerations.

8. JZ and LS will review Ed.S. applications and make selections.

9. GA will advise Ed.S. LM and GOML OTE students.

10. EH will advise the fall admission for Ed.S. TA.

11. LS announced an ISTE webinar on copyright clarity and fair use for digital learning which will be conducted 4/5. She will provide the registration link through email.

12. LS discussed the impact of AECT's separation from NCATE.

13. GA, DD, LS, and EW participated in a follow-up meeting on the assessment needs for the LM program.

EW

Curriculum and Instructional Technology

April 19, 2011

GA VH LL EW LS DD JZ DL

1. LL stated that the IT standards for the GaPSC have been approved.

2. JZ discussed the need for consistency in effect size instructions between ITED 8970 and ITED 8999.

3. JZ reminded everyone about SOI.

4. LS reminded everyone to check student welcome letters for our programs for corrections. Corrected letters should be returned to SG.

5. EW discussed doctoral admissions.

6. JZ discussed Ed.S. admissions.

7. GA discussed the GOML enrollment for summer. Two additional sections will be needed for CIED 7603 this fall.

8. DL discussed the new data process for GACE scores.

EW