

DEWAR COLLEGE OF EDUCATION EXECUTIVE COMMITTEE MEETING

Minutes from:
September 27, 2012

Opening:

The Dewar College of Education Executive Meeting was called to order at 8:31 a.m., on Thursday, September 27, 2012, in the College of Education, by Dr. Anthony Scheffler.

Present:

Anthony Scheffler, Don Leech, Mike Griffin, Lynn Minor, Larry Hilgert, Leon Pate, Jack Rainer, Rey Martinez, Peggy Auman, Barbara Radcliff, Ransom Gladwin, Ellice Martin, Jamie Bird, Mimi McGahee, Meg Moore, Ike Barton, Allen DeVane, Sterlin Sanders, Sophi Stevens

1. Approval of Minutes from Previous Meetings—(presented by Dr. Scheffler)

Meeting minutes from the last meeting were distributed and reviewed. Dr. Minor and Dr. Martinez motioned to approve. All approved of the previous meeting minutes.

2. IT Update—(presented by Mr. DeVane, Mr. Barton, and Mr. Sanders)

Sterlin stated there were 68 work orders approved from August 31 - September 27. He asked if there were any current issues that needed to be addressed. Dr. Minor asked Sterlin about setting up the monitor in the small conference room (2035), and Dr. Leech asked if Skype could be installed in this conference room. Dr. Leech also asked about iPad applications.

Mr. DeVane requested funding for additional AV components that are required for the new layout for EC 1136. Dr. Martinez stated Dr. Gerber will consider funding this project.

Dr. Auman asked if there was an application instructors could use for notes during their practicum visits, and Mr. Barton suggested using the “Notes” application. Also, it was suggested for faculty members to attend Ms. Kathy Sundin’s iPad training courses to get accounts set up and to learn the basic functions of the iPad. Dr. Auman asked if Ms. Sundin could come to one of the executive meetings to offer help.

Mr. Barton stated he was hiring staff for VOIP deployment, and all of the wireless access points were replaced in the facility with the newest models to provide greater capacity and range—they are all located on the second floor.

3. Course and Curriculum Changes—(presented by Dr. Leech)

Dr. Leech opened the discussion for curriculum changes. Dr. Griffin presented the following curriculum changes for the KSPE Department (the documents explaining the details of these changes are on LiveText): for the EDS program, a credit hour has been removed from KSPE 8400 and added to KSPE 8900. For the athletic training program, KSPE 3500 has been added, and KSPE 4442 and KSPE 4443 have been changed. Also, there are changes in the cohort. The internship has been removed—the advantage of this is the student will have greater experience in the internship and it makes the program stronger. Dr. Minor and Dr. Auman motioned to approve the changes. All approved of the changes.

Dr. Martinez presented changes for ACED—the Doctoral program has specific target scores, and the Master’s program has established the limited number of times a student can take the Comprehensive Examination to two attempts. The grading mode for the capstone course has also changed to “U” or “S”. For the undergraduate OAT and Workforce Education programs, all courses in Area F must be completed with a grade of C or better. Dr. Scheffler asked about blanket policies for graduate admissions, and Dr. Leech suggested department heads should come together and reexamine graduate admissions policies. Dr. Martinez moved to approve the changes. All approved the changes.

Dr. Martin presented changes in the Teacher Leadership curriculum—proposed to change the name from EDS in Curriculum and Instruction to EDS in Teacher Leadership. This change upgrades the degree and will result in a better quality of degree. Candidates will need to take the GACE for the new service certificate in Teacher Leadership. The projected date for these changes is Summer 2013, because the state is only grandfathering those who are starting in Spring 2013. EDET 8010 has been replaced with 3 clinical courses, EDET 8001, 8002, and 8003. These courses are designed around teacher leadership standards. All approved of proposed name change and the three courses.

Dr. Martinez suggested having a broad set of themes for the Teacher Leadership Program elective courses, and he asked about ACED courses being added to the curriculum. Dr. Leech suggested putting in a statement such as “other” classes students may select from, and he also suggested KSPE courses should be added as an option.

Dr. Auman asked if the Teacher Leadership Program promoted community involvement, and Dr. Martin stated there are activities in the program that are centered around this concept. Dr. Minor asked about adding the gifted endorsement and the option of online teaching. Dr. Leech asked if we could expedite this for approval. Dr. Martin suggested a statement should be added concerning the circumstance if the administrator decides not to

support the candidate anymore, the candidate cannot meet the requirements. Dr. Leech suggested the information should be stated in the handbook. Drs. Leech and Pate motioned to approve. All approved of the changes.

4. On-line Grad Program Entrance/Cut-off Numbers—(presented by Dr. Griffin)

Dr. Griffin asked about entrance numbers regarding online programs. He proposed 25 as the maximum for both programs due to not having enough faculty to cover the classes. Ms. Moore suggested adopting a wait list. Dr. Scheffler suggested asking the Nursing department about this because they deal with wait lists quite often. He also discussed “Scaling”—a means by which to accommodate a very large number of students in a single course section.

5. COE Name Change—(presented by Dr. Scheffler)

Dr. Scheffler suggested we postpone this until Dr. Gerber gets back.

6. Organizational Charts—(presented by Dr. Minor and Dr. Scheffler)

Dr. Minor stated a new chart is being established due to all of the changes that have taken place. Dr. Martinez has a chart that could be used as an example, and Dr. Scheffler asked for him to bring it and we will work from there. Dr. Scheffler suggested having an organizational chart set up on the web site, so individuals could receive information on different departments by clicking on them.

Dr. Griffin stated there was an issue with expectations (program coordinators)—there must be something in place for those who are not producing. Dr. Leech suggested drafting expectations and having a reward system. This will be a topic of discussion at the department head meeting.

7. NCATE/PSC—(presented by Dr. Scheffler)

Dr. Scheffler stated the approval for the deferral is expected. The deferral will be until Fall 2014. He is awaiting feedback from the state before announcing this to the faculty.

8. Secretary Lunches—(presented by Dr. Scheffler)

Secretary’s Day in April 24, 2013—this will be discussed later as the date approaches.

9. Secretary—(presented by Dr. Rainer)

Dr. Rainer asked if any of the COE Dept. Heads have an Administrative Secretary. The answer was no—all Dept. Heads have Senior Secretaries.

10. Survey Monkey – Wade Bugby 7426—(presented by Dr. Scheffler)

Wade Bugby is the new contact person for information about Survey Monkey—the contact number is Ext. 7426.

11. Assessment Center—(presented by Dr. Minor)

Next Friday, LiveText is hosting an information/sharing session from 10 am – 2 pm. The purpose is to share changes in LiveText. There is no cost, and lunch will be supplied. The session will be held at Macon State College in Macon, GA. A webinar is scheduled for tomorrow (September 28) from 1 -1:30 p.m., and for Oct 4 from 1 – 1:30 p.m.

12. Center for On-line Learning—(presented by Ms. Moore)

Meg Moore discussed training opportunities for D2L. The links to sign up are now open through the Employee and Organizational Development website. Faculty must register one day prior to the class start date—contact Ms. Amanda King-Spezzo if unable to attend. The lunch and learn session is open to any faculty member (scheduled for October). Faculty members are encouraged to attend the grading session—for those who would like to attend, please contact Ms. King-Spezzo.

13. Advising Center—(presented by Ms. McGahee)

Mimi McGahee distributed the 2999 class report for Summer 2012. She discussed the Freshman Learning Community (FLC) that will be offered Fall 2013. She reminded everyone that students should have ENGL 1101 and ENGL 1102 completed by 30 credit hours to meet the Regent's requirements. Ms. McGahee will meet with Brian Haugabrook to discuss advising evaluation.

14. Field Placement—(presented by Ms. Bird)

Jamie Bird stated two students were pulled from student teaching, and two more were being monitored. Also, she is continuing with mentor training and has started co-teaching with student teachers.

Dr. Auman stated there are debriefings held at the end of the day at the schools and asked for assistance to solve the problem of students being blocked out of their math classes—this conflicts with their practicum class. Dr. Scheffler asked for this to be brought to Dr. Gerber’s attention, or it will be discussed in the department head meeting.

15. Announcements:

Dr. Griffin announced Dr. Susan Hagood received a Teacher of the Year award. Dr. Scheffler proposed a resolution recognizing the recent GAHPERD award for the University Physical Education Teacher of the Year given to Dr. Susan Hagood and proposed that the committee chair send Dr. Hagood a letter of congratulations.

Dr. Mark Whatley is currently in rehabilitation following the accident. He will be there until October 9. He is progressing as expected and should be released in October. Dr. Minor asked about helping Dr. Whatley, and Dr. Rainer stated he will check with Dr. Whatley’s wife.

Dr. Griffin met with President McKinney—he was complimentary about our college—very engaging and supportive.

Dr. Martinez encouraged department heads to attend the Council of Department Heads.

16. Adjournment:

The meeting was adjourned at 10:47 a.m., by Dr. Anthony Scheffler.

The next Executive Committee Meeting is scheduled for Thursday, October 11, 2012, at 8:30 a.m., in the Dewar College of Education Conference Room.

Attachment(s)

[Desire2Learn Training Opportunities](#)

[Ed.S. Teacher Leadership Program of Study](#)

[EDET 8001 Syllabus – Teacher Leadership Residency I – Summer 2013](#)

[EDET 8002 Syllabus – Teacher Leadership Residency II – Fall 2013](#)

[EDET 8003 Syllabus – Teacher Leadership Residency III – Spring 2014](#)

[Requests for a Curriculum Change – Education Specialist Degree with a Major in Teacher Leadership](#)

[Request for a New Course – EDET 8001](#)

[Request for a New Course – EDET 8002](#)

[Request for a New Course – EDET 8003](#)