

DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES
EXECUTIVE COMMITTEE MEETING
(8.16.2018)

Attendance: Dean Oliver, Barbara Radcliffe, Sonya Sanderson, Linda Most, Corine Myers-Jennings, Don Leech, Kate Warner, Leon Pate, Keith Waugh, Libba Willcox, Doug Farwell, Shirley Andrews, Renee Whitmer

Meeting called to order by Dean Oliver at 8:30.

Approval of Minutes: Faculty were informed that the minutes for the Executive Committee Meetings that were held on March 29, 2018 and April 26, 2018 were available on the website.

Meeting Times: Dean Oliver will send a schedule over the next few weeks, but a meeting will not be held every Thursday.

Executive Committee Structure:

The committee discussed having separate meetings (Curriculum Committee & Executive Committee). Historically, that is how the meetings have been structured. Several committee members mentioned that the meetings don't always pertain to their department. The idea of implementing a taskforce was introduced to the committee.

A discussion ensued on who makes the body of the committee and the length of the term.

This topic will be revisited.

Priorities-Recruitment/Enrollment /Retention:

Dean Oliver announced to the committee that this priority (retention) should be included in everything that we do. This is a university issue. The president will have a lot of conversation about retention/student success. Faculty need to spend more time with students. There needs to be more student and community events.

Dean Oliver would like for faculty to document their work reflecting their relationship with students. Be sure to be intentional about our efforts.

The committee presented different ideas to work towards achieving these goals.

Budget Planning: The Budget Advisory meeting is scheduled for September 14th. The dean would like to have the information from everyone before the meeting, if possible. On September 28th the deans have to submit their budget request.

Dean Oliver is going to request the new form from Honey Copping. The budget will have to be narrowed down to one budget for faculty. The dean asked the faculty to be sure to include justification that can be articulated. It was discussed that it may be beneficial for some to get together to discuss their budget.

Restructuring: Dr. Kuhlman will prepare a survey and attach the notes with a deadline date of 10 days from date sent.

The faculty inform Dean Oliver that their staff is concerned about the safety of their job.

Recruitment Strategy: Dean Oliver suggested that we need to focus on our own plan for recruitment beyond what has already been done. There is a discussion about whether or not recruitment is providing us with the numbers we want.

The dean would like to be able to articulate our strategy.

The committee began to discuss some possibilities of retention.

Dr. Kuhlman suggested that with the retention we need to look at the cost (offer grants/scholarships). She informed the committee that the cost of Livetext has increased.

Marketing Report: The report has been completed.

January 26th Sullivan Summit: Faculty talk to the parents and students. The topics aren't known at this time, and the location (to be announced).

Department Tenure-Other: Dr. Leech explained the college guidelines for Promotion & Tenure. Each department has a representative that is elected by faculty. The term is for two years.

The document needs to be revamped. The new information hasn't been updated on the document, because the provost has to approve it.

There are three criterias for promotion:

- Teaching
- Scholarships
- Research

Dean Oliver handed out to the committee the COEHS One-year Retention Rate of All Students Fall 2017 Students Retention to Fall 2018 and COEHS One-year Retention Rate of Cohort Students Fall 2017 Students Retention to Fall 2018.

Revised Course: Dr. Sanderson's KSPE 2999 pre-requisite need to be removed. Don Leech will sign the form and it will go to Grad. Exec. next week.

Other: Dr. Kuhlman will send emails

- Data use Ed. Prep- Due on September 9 (possibly extend the session for new faculty)
- IDR & IDP – Due on September 30 (An email will be sent in a couple of weeks.)

Respectfully submitted,

Melissa Nolley