**DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES**

**EXECUTIVE COMMITTEE MEETING**

**(1.9.2020)**

**Attendance:** Bernard Oliver, Kate Warner,Barbara Radcliffe, Heather Kelley, Eugene Asola, Keith Waugh, Natalie Kuhlmann, and Renee Whitmer, Alma Young, Linda Most, Hoa Nguyen, James Archibald, Ashleigh Stevens, Steve Downey, and Tracy Burch.

**Approval of Prior Minutes:** The minutes for 12/12/19 are approved.

**February Cookies with the Dean:** Dr. Warner and Dr. Oliver will be absent for this event (2/5/20) and asked that all chairs try to be present.

**P&T Revisions:** Dr. Warner will attend the next P&T Committee meeting and will give an update after.

**Open House:** Dr. Warner wanted to remind everyone of the Open House on February 1, 2020.

**FGE Events:** Dr. Warner requested volunteers to attend a newly added date to the event schedule for Georgia Gwinnett College on February 7, 2020. Discussion endued.

**COEHS Closet Clean Out:** Dr. Warner mentioned that during the summer semester the Dean’s Office will conduct a building cleaning, including the classroom closets. She asked each chair to clearly mark their departments items by the end of this semester. We will surplus anything not clearly marked. Discussion ensued.

**COEHS & VSU’s President Awards:** Dr. Downey asked that we alert the faculty to these awards and to nominate some of our faculty who are deserving of these awards. Discussion ensued. Decision made to add this task to the COEHS Scholarships Committee for next year. The committee will accept those nominations and then decide who of those to nominate for the VSU awards. All nominees will be spotlighted during out COEHS Fall Opening Meeting.

**Update: New Programs & Selected Improvement Plan:** Dr. Kuhlmann announced that, after contacting CAEP to confirm, the Selected Improvement Plan was no longer required by CAEP because the pathways have been removed. She explained that the purpose of the Plan was to identify a standard that we are weaker in and determine ways to improve the standard. Therefore, the changes discussed/expected in the Plan are still applicable to us. She stated that she would still like strong participation in the Field Experience Committee by faculty and stakeholders because this will be where we may source some of the feedback for changes to Standard 2: Clinical Partnerships and Practice discussed in the Plan. Dr. Kuhlmann also notified the committee that the COEHS is submitting to VSU and PSC for a Dyslexia Endorsement and working with CSD to create the courses. In addition, we will be repurposing the MAT Education degree program to offer a “Pedagogy-Only” program, which will allow us to prepare candidates who already have content knowledge but need to learn how to teach their content in the classroom (as well as other associated classroom/educator content). We will be able to offer certification in a variety of teaching fields that we have not been able to offer before together in a single program. She is working with Barbie Radcliffe on this effort.

**2019 In Review/ Marketing:** Dr. Oliver would like to highlight the success of faculty who have had an impact on programs and community. We should also use this as an aid in marketing our self to potential students. Discussion ensued.

**Revenue Streaming/Grant Funding:** Dr. Oliver would like to provide release time for faculty working on grants. He and Dr. Warner are creating a grant writing team and asks the chairs to spread the word this to their faculty.

**Marketing:** Combined with 2019 in review. See above.

**Student Organizations:** Dr. Oliver wants to make sure that the COEHS students are involved with conferences, committees and events on the state and national level. Get a list of these opportunities onto our website.

**Hiring:** As of December 12, 2019 all hiring proposals are now required to be approved by the Chancellor. Job descriptions and justifications must distinguish between a needed position or a critical position. Discussion ensued.

**Other:**

**BOR Fall 2019 Report:** Dr. Oliver handed out a copy of the report to all. Discussion ensued.

**Budgets:** Dr. Oliver reminded the chairs of the upcoming budget cuts to take effect as of July 1, 2020. He asked the chairs to send him recommendations for potential cuts he can provide to the Provost.

**Reorganization:** Dr. Oliver handed out the recently updated organization chart. He asked the committee if all approved of the updates? All approved, he will present to the Provost.

**College wide Meeting:** Dr. Oliver would like to hold a college wide meeting. Discussion ensued.

**Meeting adjourned at 11:40 am**

Respectfully submitted,

Tracy Burch