

**DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES**  
**EXECUTIVE COMMITTEE MEETING**  
**(2.7.2019)**

**Attendance:** Don Leech, Barbara Radcliffe, Sonya Sanderson, Linda Most, Karen Rubin, Shirley Andrews, Kate Warner, Corine Myers-Jennings, Natalie Kuhlmann, Keith Waugh, and Deborah Marciano

Meeting called to order by Dr. Leech at 9:00 am.

**Committee Structure:** Dr. Warner distributed a draft of the COEHS Committee Structure along with the benchmark of other universities that was provided by Dr. Kuhlmann. A discussion ensued on potential changes (listed below).

- Educator Prep and Human Services (A discussion ensued on whether there is a need to separate the two committees: Assessment and Accreditation. Assessment is on the Human Services side. It can include program coordinators, program directors, and deans.
- Committee on Committees – We no longer need this committee. The student committee has a steering committee that can attend the senate meetings.
- Graduate Student Advisory Board and Undergraduate Student Advisory Board – move into Diversity and Inclusion and Awards and Scholarships
- Diversity and Inclusion – write in their charge about inclusion (Dr. Warner, Dr. Radcliffe, and Dr. Most will meet to draft the charge. Dr. Most will be available to meet after the 15<sup>th</sup>.)

**Strategic Plan Committee:** The executive committee discussed, if there should be a strategic plan committee besides their committee. The executive committee agreed that it is decided by the steering committee. The steering committee identifies the taskforce.

**Advisory Committee:** The executive committee discussed an advisory committee for the new department/program structure. The conclusion is the department heads and executive committee that we have already.

**Don's Report:** Dr. Leech would like to discuss this at a later time.

**COEHS Picnic:** Dr. Rubin provided an update on the field day. The date is March 1<sup>st</sup>. It will include 5 main undergraduate departments (COMD, ELED, KSPE, MGED, and PSYC). Dr. Rubin asked the committee to provide her with suggestions of games that five groups of people can do in 10 minutes. Please email this information to her by the 15<sup>th</sup>.

Dr. Rubin would like for the committee to discuss potential dates for the fall field day. The most accommodating date for the majority to attend is on a Friday during the month of October. The date will be finalized at a later time.

It was suggested to provide Dr. Warner the name of the student that agrees to assist Dr. Rubin the field day event. Dr. Warner will add the student to the advisory committee.

**VDS District:** Dr. Warner updated the committee on the meeting that included herself, Dr. Waugh, Dean Oliver, Ms. Scarlett Brown (assistant superintendent), and two family therapists. A few of the items that Ms. Brown is interested in the community center offering are (parents completing their GED, skill development, laundry & literature, nursing/health services, meals & nutrition, etc.)

A member of the executive committee suggested that the assistant superintendent contact the public library; visit the Family Service Center in Gainesville, FL; contact Babies Can't Wait and various other ideas of assistance was suggested. Dr. Warner asked the committee to email her and Dr. Waugh with any ideas that they have about how their departments can offer assistance.

**Ideas for summer institutes:** The strategic plan includes information about this topic. The STEAM Center can provide assistance during the summer. Their staff are available for 12 months; they can assist with summer institutes.

**SEL & 21<sup>st</sup> Century skills:** The executive committee is going to discuss with their faculty their interest, and how they see themselves integrating this into their plan.

**Other Items:**

- Graduate Assistant Interview Date is on February 25<sup>th</sup> from 9:00 am – 5:00 pm. Please email Dr. Leech brochures and names of GAs that are available to work the booth, and positions that are available.
- March 15<sup>th</sup> –PAR- Dr. Kuhlmann emailed everyone to complete for the Academic Year 2017-2018
- February 17<sup>th</sup> – IRB- send a list of your courses to Dr. Kuhlmann

Meeting adjourned 11:10 am

Respectfully submitted,

Melissa Nolley