

**DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES**  
**EXECUTIVE MEETING**  
**(04/10/14)**

**Attendance:** Barbie Radcliffe, Reynaldo Martinez, Anthony Scheffler, Brian Gerber, Mike Griffin, Don Leech, Lynn Minor, Randy Gladwin, Leon Pate, Jack Rainer, Larry Hilgert, Jamie Bird, Kate Warner, Natalie Kuhlmann, and Karla Hull

Meeting called to order by Dr. Gerber at 8:35 a.m.

**Approval of Minutes:** The minutes from 02.27.14 were reviewed. Dr. Pate moved to accept the minutes and Dr. Griffin seconded. No one abstained and said motion passed via consensus.

**Dean's Update:** No updates from Dr. Gerber until the budget numbers come from the state on the 15<sup>th</sup>. However, Dr. Danahar anticipates those numbers to be positive.

**Transformation Initiative:** Dr. Hull presented a transformation initiative model (drafted form). This model will be a proposal of how the initiative will look for the COEHS as a whole. (Please see handout) Transformation initiative has to be a research project that the whole college participates in. Please email Dr. Hull with your thoughts about whether it is "do-able." She will also need people to participate in research teams. Please share with faculty and see if any of your faculty will be interested in being on a research team. Discussion ensued regarding the initiative.

**Program List:** Mr. Grubbs provided a hand out showing a list of programs. He needs each committee member to review their specific programs and make sure all relevant programs are included. Make sure that the certification levels are correct and simply add any information that is needed. Please proof as this is a draft. He is coming up with committees to evaluate context and clarity. However, he would like to know whether he and his team are looking at the right evidence. Please email him and let him know. Mr. Grubbs is going to send the committee members a narrative regarding their specific department. The narratives are in process at this point. But at this time, please simply look at the program list ASAP.

**Field Supervisor's Report:** Dr. Scheffler and Mrs. Kuhlmann presented the sample Student Teacher Evaluation Initial Report. This should provide committee members with all the information needed to allow them to sit down with the supervisor(s) and better evaluate your program. At this point, Dr. Scheffler simply needs to know if the information provided is the information that is needed. They are trying to tie this report into the COEHS continuous improvement plan and this will allow the department heads to see any patterns. Discussion ensued.

**Continuous Improvement Matrix – Advanced Programs:** Dr. Minor and Mrs. Kuhlmann presented the committee members with a list of advanced programs specific to their departments. These are programs listed under the "already licensed teachers" and "other school professionals" sections and exclude programs that are to prepare initial teachers. These are broken down on the program list. Dr. Minor is going to email the advanced teacher and other school professionals program levels to those applicable. The descriptors are not necessarily the same as the initial teacher programs. Therefore, please make sure that you review the progressions that apply to your particular program (i.e. Advanced, Other School Professionals, etc.). Therefore, please remember all syllabi need to be ready to use by Fall 2014.

**Announcements:**

- Dr. Gerber announced the passing of Jimmy Dewar. This is the son of James Dewar (who the COEHS was named after).
- Mimi will provide the Department Heads with the names of people who have not RSVP'd to Honor's Night so that they could personally invite them. They may get a better response this way.
- Dr. Rainer - New programs initiative to make all core courses uniform over the next couple years. This is a long term project. On May 5<sup>th</sup> we will have an exploratory meeting.

Meeting adjourned at approximately 10:15 a.m.

Respectfully submitted,  
Jessica Pippin