

DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES
EXECUTIVE MEETING
(08/21/14)

Attendance: Barbie Radcliffe, Reynaldo Martinez, Anthony Scheffler, Mike Griffin, Don Leech, Lynn Minor, Larry Hilgert, Jamie Bird, Kate Warner, Doug Farwell, Mimi McGahee, Festus Obiakor, Corine Meyers-Jennings, Mizanur Miah, Linda Most, Natalie Kuhlmann, Ellen Wiley, Michael Schmidt, Jack Rainer, Sandra Trowell and Elizabeth Omiteru

Meeting called to order by Dr. Gerber at 8:30 a.m.

Approval of Minutes: After reviewing the minutes from 07.17.14, Dr. Obiakor moved to accept the minutes with minor corrections. Dr. Martinez seconded. No one abstained and said motion passed via consensus.

Dean's Council Updates: Dr. Gerber brought an update from the Dean's Council before the executive committee.

- They are looking for new Search and Screen procedures. They are looking at a new text book adoption – Verba to look at the ease of faculty selecting their text books.
- Dr. Rogers would like a course rotation schedule from every department by September.
- Dr. Rogers is also interested in faculty load and release time (Please see handout). This will need to be completed for all faculty in each department from the past 2 years. This is due by next Tuesday afternoon, August 26th.

Mission Statement Development: Dr. Gerber presented a final mission statement to the committee. Discussion ensued regarding the wording. Changes were made, motion to accept Dr. Minor, Dr. Griffin seconded. No one abstained. The mission is stated as follows:

“The Dewar College of Education & Human Services prepares professionals for multiple roles in educational settings and community agencies; fosters a culture of reflective, evidence-based practice and inquiry within a diverse community of students, faculty, and staff; provides leadership in the improvement of the education, health, and well-being of citizens in this region, the nation, and the world; and develops effective, responsive scholars and practitioners who use theory, research, and collaboration to enhance their work in a global, diverse, and technological society.”

Committees: Dr. Leech reported from the University Tenure and Promotion Committee. He stated one elected position needs to be a human services position. Dr. Leech proposed Marriage and Family Therapy, Psychology, Social Work, Communication Sciences and Disorders, and Library Information Studies will serve as “Human Services.” All other departments will be classified as “Education.” This in turn will allow one representative from the Human Services and one representative from Education. Dr. Pate moved to accept the proposal and Dr. Radcliffe seconded. No one abstained and said motion passed via consensus.

PT and Overload Forms: Dr. Leech presented the committee with two forms (please see handouts). Both are regarding temporary faculty overloads. Discussion ensued.

CAEP and PRS: Dr. Minor discussed the PSC's definition of what a field experience looks like. The PSC now has an ethics assessment. It begins this fall (2014). The information is going to be on the PSC website. There will be a cost. They do not have to pass the PSC ethics assessment in order to pass the 2999/5999 courses. However it will provide us with baseline data. They will have to pass it in order to be awarded an induction certificate. Dr. Minor also presented the committee with what CAEP is going to be looking for.

Mrs. Kuhlmann and Dr. Omiteru explained how IERs and IEPs were going to be submitted through LiveText beginning this year. Dr. Omiteru showed a short video as to how to upload the reports, followed by a demonstration. Discussion ensued regarding how IER, IEP, and PRS documentation. Mrs. Kuhlmann will send out an email to spell out everything and Dr. Omiteru will provide members with a “cheat sheet.”

Field Experience Module: The COEHS is going to use the Field Experience Module (FEM) this upcoming Fall (2014) semester. Mrs. Kuhlmann explained that all evaluations will be submitted through the FEM. Discussion ensued regarding the set up and participation. It was explained that at this point, no one should be paying anything at this time.

Advising Center: Mrs. McGahee advised that the evaluations will be set up to be active beginning in September.

Announcements:

- Coordinators – Dr. Minor reminded everyone that the 2nd and 4th Tuesdays of the month need to be reserved for Program Coordinators Meetings. Please try to remember these dates as you are making your schedules for your faculty.
- Dr. Martinez encouraged everyone to attend the Council of Department Heads meeting which will focus on pulling of positions and reinstatement. The meeting is next Tuesday, August 26th at 4:00 p.m.

Meeting adjourned at 10:23 a.m.

Respectfully submitted,
Jessica Pippin