

## **EXECUTIVE MEETING**

(11/14/13)

**Attendance:** Barbie Radcliffe; Corine Myers-Jennings; Jamie Bird; Anthony Scheffler; Don Leech; Brian Gerber; Mike Griffin; Reynaldo L. Martinez, Jr.; Mimi McGahee; Heather Kelly; Leon Pate; Scott Grubbs; Lynn Minor; Kate Warner, Festus Obiakor, Ransom Gladwin; Sandy Trowell, Lynn Corbin, James Martinez, Jeremy Tost, Jack Rainer, & Mizanur Miah

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

**PROFESSIONAL DEVELOPMENT/COMMUNITY PARTNERSHIP/COEHS** – James Martinez and Jeremy Tost gave brief report on special speaker, Dr. Scott Decker, coming to COEHS to speak on *Gang Risk Factors and Academic Readiness and Achievement*. This is scheduled for January 26- 29<sup>th</sup>. Gang training for Martinez Gang grant research team and also training session/lecture will be offered to the Education stakeholders (city and county schools) as well as VSU faculty members and community members. Hope to offer it University wide as well as community, parents, campus and city police. Dr. Gerber has already approved. A tentative schedule was handed out.

**COURSE/CURRICULUM CHANGES** – Several course and curriculum changes were brought to the meeting.

- **Middle Grades, Secondary, Reading & Deaf Ed Department**
  - Proposed changes for B.S.Ed. in American Sign Language – handout given by Christia Williams. Gave brief rundown of changes and request for revised catalogue copy. Moved to adopt by Festus Obiakor, seconded by Leon Pate, passed by consensus.
  - Proposed changes for M.Ed. in Reading Education. Handout given by Brenda Dixey. Additional syllabi handed out to department heads. Will be reviewed and voted on at next executive meeting.
- **Department of Marriage & Family Therapy**
  - Proposed Curriculum changes - Handout given by Kate Warner with brief rundown of changes. Motion to adopt changes by Festus Obiakor, seconded by Leon Pate, passed by consensus.
- **Department of Psychology & Counseling**
  - Several proposed request for Revised Course & Curriculum Changes - Jack Rainer gave handout and brief rundown of each of the changes/revisions. Change PSYC 7971, 2 credit hours, to PSYC 7950, 1-3 variable credit hours – motion to adopt by Festus Obiakor, seconded by Leon Pate, passed by consensus.
  - Additional course changes/requirements (1<sup>st</sup> reading – EdS in School Counseling & BA/BA Psychology Curriculum change needs more discussion and reviewing. Discussion ensued as to reason for changes? Rainer stated it would be for the

greater good of the Department and of the University. Will be reviewed and voted on at next meeting.

**ASSESSMENT** – Lynn Minor gave brief update on the Assessment Office. Everything looking good with PAAR. If anyone has any changes or additions they need to make, please send to Minor by 5:30 today (Thursday 11/14/13). She will finalize after she has the go ahead by everyone. Minor also announced that she is stepping down from the Assessment Office and going to faculty status as of Fall 2014. Dr. Gerber then commended Lynn on her hard work, dedication and accomplishments she has made in the Assessment Center.

**THE EDUCATOR** –Elizabeth O Omiteru gave a brief report on *The Educator* blog. She explained how to sign up for this Blog and all articles or information for this blog needs to go through her. It was stated all departments need to keep updated information on the blog as it is a great recruiting tool.

**CAEP** – Dr. Scheffler introduced Scott Grubbs as the new CAEP Coordinator for the COEHS. Scott gave a presentation on what CAEP is, continuous improvement, what COEHS needs to do in order to be ready, and timeline. Handout of the PowerPoint presentation. Question raised by Jack Rainer as to NCATE/CAEP? Only working with CAEP. Dr. Scheffler noted that VSU is only Georgia public university to pilot CAEP. We need to work toward “GOLD/EXEMPLARY” status. This will be a thorough self-study and serious adjustments – but it can be done and will be improvement.

**PROFESSIONAL IMPROVEMENT PLAN PROCESS** – Don Leech gave brief report on revising what is currently known as “concern forms”. Concern Form Task Force consisting of Jamie Bird, Mike Griffin, Barbie Radcliff, Festus Obiakor and Don Leech met and drafted a proposed Professional Improvement Plan, which was handed out for review. This will help take a more positive approach to concerns with students and help them improve. It was advised to take this form to the faculty for review and discussion, and then bring back to the next meeting for vote.

**DIGITAL MEASURES FOR FAR (Faculty Activity Report)** – Don Leech gave brief update and review on using Digital Measures. There is a “push button report” that can be generated from Digital Measures. This will produce a report of everything faculty inputs – information has to be inputted by the faculty. Don Leech commended Michael Black on a job well done with a video he has produced which helps you better understand the Digital Measures process. He encouraged everyone to watch the video (app. 20 – 25 minutes in length). It will give you a better understanding of how it works. Once report generated – it can be edited by faculty. Instructions as well as “generic” report handout given to everyone for review and will be sent electronically to everyone.

**FIELD EXPERIENCES/CLINICAL PRACTICE** – Jamie Bird gave a brief report on status of Spring Semester Clinical Practice placements. Still confirming with schools and will advise teacher candidates hopefully the first week of December.

EdTPA – Jamie Bird gave update on EdTPA. It is aligned with CAEP and moving forward. Barbie Radcliff, Melody Fuller, Jessica Graves, and Jamie Bird presented at conference in San Diego. Only concern at this point is payment of fees as it will cost approximately \$300.00. How do we bill or pay – especially with budget cuts coming? Discussion at later date regarding this concern.

**ANNOUNCEMENTS/OTHER BUSINESS** – Dr. Gerber gave brief report from Dean’s meeting. All positions are frozen until further notice. A 6.5% budget reduction is coming and they are reviewing line by line all colleges. They are taking a close look at everything. It can be shared with faculty (question raised by Rainer). Also faculty workload policy is being reviewed so it was encouraged that everyone talk with their faculty about “reasonable” workloads. Dr. Danhar would like this accomplished by mid Spring semester. Good news – retention rate has increased, as well as average SAT scores for admission. Enrollment still down by 4.5%.

With no additional items, meeting was adjourned at 11:00 a.m.

Respectfully submitted,  
Becky Wetherington