

EXECUTIVE MEETING
(12/10/13)

Attendance: Reynaldo L. Martinez, Barbara J. Radcliffe, Sandra D. Trowell, Mimi S. McGahee, Anthony J. Scheffler, Donald W. Leech, Brian L. Gerber, Michael R. Griffin, Lynn C. Minor, James L. Pate, Larry Hilgert (sitting in for Jackson P. Rainer), Kathy L. Warner, Mizanur R. Miah, Lynn Corbin, Ransom Gladwin, Corine C. Myers-Jennings, Festus E. Obiakor, Jamie Bird and Brenda Dixie

Meeting called to order by Dr. Gerber at 8:33 a.m.

Dean's Council: Dr. Gerber opened the meeting with information regarding the Dean's Council.

- There is going to be a 6% budget cut over the next 3 years. The council has suggested doing the total 6% next year and being done with it. This will allow the new Provost to come in after the cut, allowing this person to not have to start out with budget cutting. The council is going to look at the money in all pools and see where they can be cut. Also with this monetary cut, there are approximately 15 faculty positions that are not going to be refilled. Faculty cuts, along with the monetary pool cut, will make up the 6% overall cut. Dr. Gladwin asked about the edTPA impact of this cut on faculty. Discussion regarding work-loads and uniformity occurred.
- Dr. Gerber also gave out percentage sheets to all present stating these were a "snap shot" look at each programs enrollment as of 12/05/12 and on 12/04/13. The information given is simply a single look and does not take into account any other year of information. This handout was given as an informational document only.
- Dr. Gerber reported an upcoming capital campaign. This campaign is to be a more coordinated effort.
- Finally, new granting changes were adopted in regards to writing and distribution of funds.

Approval Of Minutes: Three sets of minutes were brought before the executives for their review. These included minutes from the 10/24/13 Executive Meeting, 11/14/13 Executive Meeting, and the 11/22/13 Call Meeting.

- There were corrections to the 10/24/13 minutes. Dr. Obiakor moved to accept the minutes with changes and Dr. Martinez seconded.
- No changes were made to the 11/14/13 minutes. Dr. Griffin moved and Dr. Dixie seconded.
- No changes were made to the 11/22/13 minutes. Dr. Miah moved and Dr. Leech seconded.

All minutes were accepted via motion and second. No one abstained.

Course/ Curriculum Changes: Dr. Dixie began by stating reading is moving toward new standards. GACE scores are low in early intervention. Therefore, they would like to increase the number of hours master's students will need to have in field experience. Dr. Leech presented these course changes at the last meeting. Dr. Martinez made a motion to accept those changes and the motion was passed. Dr. Myers-Jennings stated she did not have all of her information regarding CSD as of yet.

Program Admission GPA: Dr. Gerber presented the committee with an Initial Teacher Preparation Programs: GPAs at program Admission chart. This chart depicts all programs relating to initial teacher preparation programs and their entrance GPAs. According to CAEP, all VSU students must have a 3.0 average GPA in order to enter any program. Dr. Scheffler stated VSU's need to put a plan in place to demonstrate movement toward the 3.0 goal. The College of Education will implement this plan beginning Fall of 2014. Because of this, Dr. Griffin expressed the importance of begin intentional about marketing and advertising, as well as the need to get the word out immediately. It was noted that the number of students enrolled will likely drop at first, however, the quality of students will increase. This is going to also change our marketing and advertising tactics to target a different pool of student. These changes should improve VSU as a whole and should raise the bar for the college. Dr. Leech made a motion to raise the entrance GPA for all educator preparation programs to 2.75 to start Fall of 2014, Dr. Obiakor seconded the motion.

Additional Admissions Measurement: Dr. Scheffler discussed the need to explore additional admission measures used to evaluate incoming students. He expressed the desire for the College of Education to simply have more options for students. One method that could be used is an additional writing sample, the Compass E-Writing Test. This would be a web-based standardized test administered at testing centers, but this test would allow the majority of students to have access to the same test. Dr. Gladwin reminded the committee of the negative effect this type of measure would have on the foreign language program and its students. While this is only one suggestion of an additional admission measure, the committee was asked to set a small work group to explore what other options are out there. This work group is going to consist of Dr. Obiakor, Dr. Gladwin, Dr. Pate, and Dr. Myers-Jennings.

Ethics Online Instructional Module: Mrs. McGahee and Dr. Minor have been working on (and have administered) an ethics test for teacher candidates. This test is to assess each candidate's knowledge of and ability to demonstrate ethics in the workplace. PSC is coming out with a test and module for these teacher candidates as well. These assessments will be accessible on their website.

Program Coordinator Job Description: Dr. Leech began by handing out a very general description of what the COEHS academic program coordinator position job entails. Every department will need to develop a job description for each program coordinator. This needs to be factored into their workload. This position will need to be compensated in some capacity. Compensation can be determined by each department separately. However, this description will

need to be brought back for every department for the January meeting and will need to specifically reflect each department and their individual needs.

Announcements:

- Dr. Radcliffe stated that Middle Grades is having VSU's attorney associated with SPAGE in for training in their department (02/28/14) and invited any other 2999 course to attend.
- Executive Christmas party is on 12/12/13 beginning at 4:00. This party will take place at Mrs. Bird's house.
- Secretary Christmas party is on 12/20/13 beginning at noon. Please keep in mind all secretaries will be out of the office for the rest of the day.
- Dr. Griffin wanted to remind everyone that now is a good time to update their external advisory pages linked to their webpages. If anyone needs a good template to work from Dr. Martinez has a great example. Jennifer Ling is also helping with Dr. Griffin and is wonderful to work with.

Meeting adjourned at 10:34 a.m.

Respectfully submitted,
Jessica Pippin