

DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES
EXECUTIVE COMMITTEE MEETING
(09.10.15)

Attendance: Doug Farwell, Michael Schmidt, Linda Most, Charles Backes, Jamie Bird, Janet Foster, Barbara Radcliffe, Donald Leech, Michael Griffin, Kate Warner, Leon Pate, Eugene Asola, Natalie Kuhlmann, Lynn Minor, Mizanur Miah, Herbert Fiester

Meeting called to order by Dr. Minor at 8:33 am

Dean's Council Update: Dr. Minor presented the committee with an update from the Dean's Council.

- Any changes in classrooms and/or request for changes in classroom need to go through the Department Head and then through the Dean's Office. Please let your faculty members know they are not request these changes individually. Dr. Leech provided multiple handouts regarding this. If you bring in any person from the outside (a non-VSU speaker, visitor, etc.) for any type of event or meeting, you need to go through R25/event services.
- The final exam schedule is different this year. Please note there is no dead day this year.
- The faculty portal is down about 50% right now. They use this for retention purposes.
- The deans are conducting a study of adjunct pay. They are going to make some recommendations of pay compared to other universities. Dr. Griffin has received a form to log all of your part-time people. He spoke with Honey regarding the form. It is due on November 18th. Dr. Minor is going to get more information regarding this form.
- Department Heads, please make sure to your standing authority to travel quickly.
- Innovation Fund (please see handout 1). Dr. Foster went to this meeting and shared key points of meeting regarding renewable grants. If anyone has any questions, please see Michael Black.
- Handouts (2-4) were handed out at the Dean's Council meeting.
- A justification can be made for teaching credentials for before the class actually starts (please see handout 4).
- IERs/IEPs are due to the college on October 7th.

Curriculum Changes:

- MAT in Music Education – Please see executive forum. Dr. Farwell explained that this is a program for students to get prepared to be educators. This is a 36 hour MAT program. Any student with any major can go through this program. There will have no additional cost to the university as it will be using the instructors they currently have, with the addition of one part-time person. Discussion ensued. Please review and give feedback. They are looking to launch this program in the Summer of 2016.
- Ed.D. Curriculum and Instruction – Dr. Fiester presented the committee with a folder of seven (7) changes regarding the Ed.D. in Curriculum and Instruction. These will go up on the forum today (Please see handout 5) discussion ensued. Dr. Leech moved to change the name from General Curriculum Concentration to Learning and Development. Dr. Griffin seconded said motion. No one opposed and no one abstained. Said motion passed via consensus.
- Discussion ensued regarding the form for any type of curriculum changes and/or revisions. The decision was made that a digital word copy will be sent to Dr. Minor as well as a paper copy with editing.

Tenure and Promotion: Dr. Leech and Dr. Minor shared a few updates and reminders. Please use the document that was created for peer evaluations of teaching or a very explanation of their instruction. It is strongly suggested that if your faculty are going up for P&T, they have some type of peer evaluation of their teaching or course (online). This needs to be specific. If they had a peer evaluation for pre-tenure, they need another one for promotion. Department

Heads can serve as a peer evaluator. Dr. Leech is going to send the form to everyone again. Discussion ensued regarding peer reviews. These are due to Department Committees on September 16th.

Parent's Weekend: Please remember Parent's weekend is September 26th. Undergrad programs, please provide one faculty member to be there for parent's weekend. 9:30-11:30 is when they will need the faculty members.

OFECF Update: Spring 2016 clinical practice applications are now all in. Department Heads, please make sure you have everyone listed. These should be in your V-Drive. As of right now, Becky Wetherington will be requesting placements for out-of-state on September 18th and hopefully October 1st for all other requests. There is a lag between the Field Experience Model and notification because the FECF Office has to wait for the mentor application to come in before they can input the information into the database. Discussion ensued regarding the procedure and teachers of record. A meeting is to be scheduled with all parties involved.

edTPA Policy: Dr. Matthew Grant attended the GaPSC edTPA task force. The GaPSC and USG put rules in place but did not mandate how you use those rules. We have determined that students must successfully attempt submission of their edTPA portfolio. A student has completed successfully when they have successfully attempted to submit their portfolio and received a composite score. Dr. Minor is going to email everyone the new VSU policy on edTPA. The retake policy needs to be visited. This needs to be based on an individual basis done by the program itself.

Georgia Teachers of the Year Panel: The COEHS has put up a Georgia Teacher of the Year bulletin board. This was not what John Crawford had in mind. We should have this updated by November 13th. Mr. Crawford is taking all of the photos and paying to have them framed. November 13th we will have a reception to honor our teachers of the year beginning at 2:00 p.m. It was recommended that the FECF Office use this as part of their Professional Development Day. Department Heads, please speak with faculty regarding this.

CAEP Update: The Selected Improvement plan and rejoinder are due Tuesday, September 15th. We had a great response to the survey. Program Coordinators are coming tonight and bringing someone with them to go over goals and objectives. The meeting begins at 5:30 p.m. tonight. Mrs. Kuhlmann is working on getting the data and putting everything together. All of this is for standard 2. Parts of the Transformative Initiative were taken and have been honed in on for this particular plan. We are trying to make it a cohesive plan for all EPPs. Hopefully, we will be able to work this plan so that it is not just a "one size fits all."

Other: Please see announcements on agenda.

- The Master's degree for School Counselors is open to anyone with a bachelor's degree, please see Dr. Teddy Cunningham. It is an initial teacher program (same for the Media Specialist Program and new Leadership Program).
- Dr. Schmidt announced:
 - Dr. Paula McNeil took a leave of absence with pay. She will be back on September 17th.
 - The Art Department has accreditation begins tomorrow, Friday, September 11th. Their evidence room is in the Rose Room if anyone is interested in looking at it.
 - Jerry Smith's exhibition is tomorrow at noon in the gallery. He will have his work there tomorrow.
 - He has a master list of Department Head if anyone needs it.

Meeting adjourned at 11:20 am

Respectfully submitted,
Jessica Pippin