

DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES
EXECUTIVE COMMITTEE MEETING
(03.29.18)

Attendance: Corine Myers-Jennings, Linda Most, Sonya Sanderson, Renee Whitmer, Sandra Trowell, Leon Pate, Lynn Minor, Keith Waugh, Shirley Andrews, Kate Warner, Mizanur Miah, Bernard Oliver, Deborah Marciano, Don Leech, Natalie Kuhlmann, & Doug Farwell.

Meeting called to order by Dr. Oliver at 8:30am.

Approval of Minutes: Dr. Pate motioned to approve the minutes from 2.22.18 and Dr. Sanderson seconded. No one opposed, no one abstained, and said motion passed via consensus.

Curriculum Proposals: Dr. Trowell presented requests to revise courses, MAED 4790: Student Teaching and MAED 4800: Senior Professional Development Seminar. The GaPSC requires a performance-based pedagogy assessment that will be completed in MAED 4800, adding significantly more work for students. Due to this, Dr. Trowell proposed that the credit hours for MAED 4800 be increased from 2 hours to 3 hours and the credit hours for MAED 4790 be decreased from 10 hours to 9 hours. Dr. Leech motioned to approve the proposals and Dr. Most seconded. No one opposed, no one abstained, and said motion passed via consensus.

Pilot for HPE: As some programs within the COEHS have been experiencing lower enrollment numbers, Dr. Sanderson presented a project piloted by Health & Physical Education that would explore whether a revised admission review process could eventually be adopted by the entire COEHS. HPE has encountered many students who would be excellent teachers, but do not meet the 2.75 GPA admission requirement. Dr. Sanderson proposed that students with a GPA between 2.5 and 2.74 be admitted into the program on a case by case basis as long as the cohort GPA remains at or above 3.0. Discussion ensued. Dr. Leech motioned to approve the pilot project and Dr. Warner seconded. No one opposed, Dr. Sanderson abstained, and said motion passed via consensus.

Deans' Council Updates: Dr. Oliver provided the committee with updates from the latest Deans' Council meeting.

- **Presidential Speaker Series:** The Provost is asking for recommended faculty members from each college to serve on the committee for the Presidential Speaker Series. Please send Dr. Oliver the names of faculty members you recommend for this committee.
- **Add a Class for Summer 2018:** In order to generate summer enrollment, the Provost asked if we can put more undergraduate courses on the schedule. As long as the courses reach expected enrollment, they will be funded. If your department can add courses to the summer schedule, please send Dr. Oliver the information ASAP.
- **Faculty Authored or Self-Published Materials:** The Provost is examining the policy on charging students for self-published works by faculty.
- **Summer Graduation:** A summer 2018 graduation ceremony was proposed by the nursing school. Dr. Oliver asked committee members if their summer graduates would be interested in attending the ceremony. We will explore offering the ceremony for our students.
- **Travel Reimbursement/Airfare:** Travel reimbursement requests have not been reflecting protocol. Dr. Oliver asked committee members to please share with faculty that the proper steps for travel reimbursement need to be followed.
- **Summer Course Overlap:** Dr. Oliver passed out a part of term table so that faculty are aware of courses that may overlap across different summer sessions (see handout).
- **Application to Add New Online Program:** Dr. Oliver passed out the application that is now required when adding a new undergraduate or graduate online program (see handout).
- **Blazer Beginnings:** Dr. Oliver passed out the one-day and two-day schedules for Blazer Beginnings Orientation (see handout). If you have suggestions or ideas, please send them to Sharon Gravett.

SWOT Analysis Survey/Retreat: Dr. Waugh and Dr. Pate are working on developing the SWOT analysis that will be completed by COEHS faculty prior to the department heads retreat. They met with Jeremy Baur who will assist in creating a Qualtrics survey and working with the Azalea Consulting Services students. Dr. Waugh and Dr. Pate are aiming to distribute the Qualtrics survey to department heads during the second week of April. Department heads will forward the survey link to their faculty and should attempt to have 100% full-time faculty participation. Dr. Oliver has reached out to outside consultants/facilitators who were suggested by department heads. Department heads, please send Tracy the dates you are not available for the two-day retreat and also provide location suggestions.

Grant Writing Workshop: Dr. Oliver has reached out to grant agencies regarding a grant writing workshop for our faculty. We need to encourage faculty to find new revenue streams through grants and foundations.

Meeting adjourned at 9:33am.

Respectfully submitted,

Katie Rowland