

DEWAR COLLEGE OF EDUCATION AND HUMAN SERVICES
EXECUTIVE COMMITTEE MEETING
(4.25.2019)

Attendance: Dean Oliver, Don Leech, Barbara Radcliffe, Linda Most, Sonya Sanderson, Corrine Myers-Jennings, Karen Rubin, Leon Pate, Shirley Andrews, Natalie Kuhlmann, Renee Whitmer, Keith Waugh, Kate Warner, Alma Young, Meeting called to order by Dr. Oliver at 9:30 am.

Approval of Minutes: The minutes from the previous meeting (April 18, 2019) were approved.

Academic forgiveness, First-year Seminars/FYE: Dr. Rubin provided an update on the academic forgiveness process. The Academic Forgiveness has been approved as of Spring 2019. Students are allowed to retake any course that they are unsatisfied with the final grade, but the only the newest (not the highest) grade will be recorded.

Fall Event: Dr. Rubin discussed the upcoming fall event. It is going to be a Hoe Down (square and line dancing). The tentative date is September 27th at 1:00 p.m.

End of Year Spending (4/30/2019): The items must be in a PO status (not just a requisition) OR money will be swiped. Please try to have your POs submitted by tomorrow, April 26, to ensure there is sufficient time to have the PO processed.

Travel: The deadline to submit Travel Reports for this fiscal year is June 6th. If you are traveling after June 6th, then you must complete the Estimated Travel Expense Report now, and submit your receipts after your travel time.

Other:

Faculty Meeting & pizza party: The Faculty Meeting will be on May 6th. The pizza party for the students will be the afternoon of May 6th.

Faculty Participation: Dr. Oliver informed the executive committee that the provost is requesting that department chairs be in attendance of the commencement ceremony.

Release time: Dr. Oliver asked that the executive committee provide Ms. Burch with a list of faculty members who have a release time and why. This is only for full-time faculty. This information should be submitted to Ms. Burch by May 1st.

Booklets: Dr. Kuhlmann distributed booklets for the committee to review as samples of what our college will begin to publish. The booklets will consist of at least 20 – 25 pages. She will be asking the departments to provide at least one to two pages of content. Please email all of the updated information to Dr. Kuhlmann. The booklet will be sent out at least twice a year.

The Summer Institute: Dr. Oliver informed the executive committee of an upcoming workshop that will help with partnership building and team building skills. The workshop is scheduled for June 18th – 20th, 2019

Reorg: Dr. Oliver gave an update on the meeting that he, Dr. Warner and Dr. LaPlant had in regard to the psychology relocation. A conversation ensued.

The dean asked the department chairs to provide him their separate budgets.

Experiential Learning: Please send this information to Dr. Kuhlmann.

Upcoming Events: April 30th – VSU Education Alumni Social Teacher Appreciation and May 6th -10th Teacher Appreciation Week

Physical Education Regional Workshop: Dr. Sanderson reminded the committee of the upcoming PE Regional Workshop (GAHPERD) that will take place on May 7th beginning at 7:45 am

Secondary Ed: The program has been approved as of Spring 2019. They (Deaf Ed.) will be hosting a Town Hall Meeting with parents tonight, April 25th, in Room # 2147.

Meeting adjourned 10:27 am

Respectfully submitted,

Melissa Nolley