Curriculum and Instructional Technology

August 13, 2009

VH LL EW LS DD AP

1. The group welcomed AP as the new GOML administrator.

2. We discussed marketing ideas for the Online Teaching Endorsement. Some of the ideas were: information tables at state conferences, targeted information on our department website, increase visibility on VSU GOML site, etc.

3. We discussed the new tuition and fee structure.

4. JZ discussed the fall IT Ed.S. orientation. The orientation will be conducted with the ITED 8100 course shell on Thursday evening, August 20 and Saturday morning, August 22.

5. Future department meetings will be held on Tuesday afternoons at 1:30.

EW

Curriculum and Instructional Technology

August 25, 2009

VH LL EW LS DD JZ

6. JZ gave an update on the Ed.S. Library Media option.

7. Thanks to DD for sending a notice about the option to JS at the GaDOE for distribution through the Media listserv. The posting was made on Friday (8/21). JZ had received 42 inquires by Monday (8/24).

8. The Ed.S. LM option was not added to the 2009-2010 catalog due to timing of approval.

9. The deadline for admissions will be changed to November 15 to allow for registration following recruiting sessions.

10. EW will update the web site with the information detailing the Ed.S. LM program.

11. Additional marketing ideas were discussed.

   a. We will plan to have recruiting teams at the Florida Ed Tech (LS & DD), GaETC (LL & EW), and COMO (JZ, DD, & EW).

   b. EW will contact Media Relations to investigate the availability of display materials for conference recruiting displays.

   c. We will distribute information about the Ed.S. and OLTE programs through a mass mailing. JZ and EW will develop brochures or flyer to be distributed.

12. JZ discussed the OLTE enrollment. Students have difficulty locating course offerings in the term structure. DL contacted GSU about the problem.

13. JZ discussed a way for Ed.S. students to use the OLTE within the Ed.S. program with the addition of one course to their program of study. To accommodate the OLTEone course would be used in the elective area, one course sub for ITED 8400, and the additional course.

14. JZ will post information about Ed.S. LM option in the ITED 8100 course shell. JZ will serve as advisor for student in the Ed.S. LM option.

EW

Curriculum and Instructional Technology

September 1, 2009

VH LL EW LS DD JZ AP

1. VH reviewed the minutes for our last meeting.

2. LL reported that the base fee for a vendor table at GaETC was $900. LL will explore the possibility of an eposter for GaETC instead.

3. DD will check with her COMO contact for the cost of vendor space for recruitment at the conference.

4. AP will investigate the possibility of producing OLTE brochures.

5. JZ and EW will develop a brochure for the Ed.S. LM option.

6. JZ clarified the charges for online students given the new e-rate and other fees.

7. AP will contact MG to follow up on GOML issues that were discussed.

8. JZ discussed the CIED 7603 course and the recommendation for endorsement process.

9. VH asked everyone to remind Ed.S. students that it is a recommendation that they only take ITED 8970 or 8999 but it is not a requirement. Students are able to take more than three hours to meet financial aid requirements.

EW

Curriculum and Instructional Technology

September 9, 2008

Attending: JZ AB VH LL EW LS DD

1. Minutes from the August 26th meeting were approved.

2. JZ reminded everyone to update their credentials for SACS.

3. JZ announced the upcoming PSC review of the Online Teaching Endorsement.

4. The SACS Assessment Summary was discussed. Further input is needed from the COE Assessment Coordinator and DL before we can formulate a plan to address the process.

5. VH presented a request from the School Psychology Ed.S. program. K. Hinkle would like to review documents related to the thesis and action research project. The School Psychology Ed.S. program is considering modifications in their culminating experience. We were all in agreement that the documents could be shared.

6. The IRB has requested the definition we use for Action Research. LS has sent copies of appropriate definitions to the IRB.

7. The IRB has agreed that the action research projects completed by the Ed.S. students do not need formal review.

8. A recent posting on the Georgia Library Association Listserv was brought to the attention of the group by DD. The MLIS Director has posted a request for interest for an Ed.S. in MLIS. JZ will contact the MLIS department to clarify the posting.

9. Advising folders for LM and CO are currently being routed to LL. New admissions will be taken by LL for summer 08, fall 08, and spring 09.

10. It was noted that we are short handed in gathering and processing assessment data because the GA who would be assigned to assist with the task must be used to help cover the department desk due to the secretary vacancy.

11. DD requested information on the process for appealing the 7 year course rule. The process is for the student to provide a written request to the advisor, who then writes a letter of support (if applicable), and both letters are forwarded to Dr. Brian Gerber as chair of the Graduate Appeals Committee.

12. One TA portfolio is due for review this term. AB and EW will serve as reviewers.

13. Two Ed.S. graduates (Booth and Stembridge) will be presenting their action research projects at South Georgia Media Specialist Conference on September 16th. DD and AB will also be presenting at the conference.

Ellen W. Wiley

Curriculum and Instructional Technology

September 15, 2009

VH LL EW LS DD JZ AP

1. JZ gave an Ed.S. enrollment update. Two students have withdrawn from the program.
2. COMO: DD reported on the cost for a vendor booth for recruiting at COMO. The department will use the vendor booth to recruit students for masters, specialists, doctoral, and GOML programs. DD will submit the information for the vendor booth to DL.
3. GaETC: The department will use the vendor booth to recruit students for masters, specialists, doctoral, and GOML programs. LL will submit the information for the vendor booth to DL. AP will contact the other departments in the COE who have GOML programs for recruiting information for GaETC.
4. JZ and EW will prepare the displays and handouts for COMO and GaETC.
5. We discussed possible drawing prizes for the booth.
6. LS reported on the Faculty Scholarship application process.
7. LS discussed the placement of GOML in PAAR.
8. JZ discussed how GOML OLTE would be documented in LiveText.

EW

Curriculum and Instructional Technology

September 29, 2009

DLVH LL EW LS DD JZ AP

1. VH read a posting from one of our current EdS students who stated that her action research project is having an impact on her school, the faculty, and ultimately the students.
2. VH presented the draft spring schedule for review.
3. VH discussed the recruiting plans for COMO and GaETC.
4. DL described the process for Library Media certification in Florida.
5. DL suggested that the FMEA conference might be a good recruiting option.
6. AP brought handouts and give away items from the Graduate School.
7. JZ presented information on tee shirts for recruiting. She will order 50 shirts.
8. DD, JZ, and EW will be attending the COMO Conference October 7-9th for recruiting.

EW

Curriculum and Instructional Technology

October 13, 2009

DLVH LL EW LS DD JZ AP GA

1. DD, JZ, and EW gave an update on COMO Conference.

2. LL and EW discussed plans for GaETC.

3. LS completed a Professional Development Grant Proposal for FETC.

4. VH reminded everyone that book orders are due October 15th.

5. VH reminded everyone that early registration begins on November 2nd for graduate students.

6. DD discussed the need for revisions in the LM internship requirements.

7. LS gave a reminder about graduates completing the Post-survey and COE Dispositions Survey.

8. JZ, DL, DD, and GA will attend fall graduation.

9. DL announced that DD and LL have a course release for scholarship next term.

10. EW and DD will develop an EDUC 5999 section in BlazeVIEW.

EW

Curriculum and Instructional Technology

October 27, 2009

DLVH LL EW LS DD JZ AP

1. EW shared that a former Ed.S. student made an outstanding presentation at the GERA conference.
2. VH and LL have students who will be presenting their capstone projects on the following dates: 11/16 5:30-7:30 (DD); 11/17 5:30-7:30 (LS); 11/18 5:30 6:15 (EW); and 11/19 5:30-7:30 (JZ).
3. GA will post dates and times for ITED 8400 presentations.
4. JZ discussed the applications for spring admissions. JZ stated that we will be able to provide letters verifying that students are enrolled in a PSC certification program in Library Media.
5. VH lead the GATE/GACTE/GAICTE discussion of tiered certification.

EW

VH LL EW LS DD JZ AP

1. AP asked about Ed.S. compliance with proposed regulations.
2. AP discussed increased enrollment in the GOML Online Teaching Endorsement program.
3. VH led discussion of textbook order status.
4. DD discussed changes in ITED 7299 requirements. Virtual field trips will be enhanced to provide "visits" to model media centers at all levels.
5. DD presented a student request.
6. DD and VH will talk with CP about Blanton-Price Scholarship funding.
7. LS stated that the LM certification letter and completed POS should be copied to Julie Lee for data collection on certification completers.
8. DD discussed new contract format for LM internship.
9. DD will have a doctoral student working with her during a scholarship release during spring semester to conduct media program research.
10. LL and EW reported on recruiting at GaETC last week. Many current and former students stopped by the booth. A high level of interest was evident from the traffic at the booth.
11. We will meet on 12/10/09 at 10:00 to discuss our programs.
12. LL will have students presenting in Wimba Live Classroom on 11/18, 6:00-7:30 (LS); 11/19, 5:30-7:00 (JZ); 11/21, 5:00-6:30 (VH).
13. GA will have 8400 presentations in Wimba Live Classroom on 11/30, 6:00-8:00 (DD); 12/1, 6:00-8:00 (LS); 12/2, 6:00-8:00 (EW); and 12/3, 6:00-8:00 (LS).

EW

Curriculum and Instructional Technology

January 19, 2010

GA VH LL EW LS DD JZ AP

1. JZ reviewed course loads.

2. Advising assignments were discussed.

3. Faculty Evaluation deadline was discussed.

4. JZ reminded the group about proof roll deadlines.

5. The February 17th assessment meeting was discussed. (Since the meeting a new date of March 3rd has been proposed due to the variety of activities during week of February 17th.)

6. An Online Lifeline Conference reminder was given.

7. EW mentioned that February 26th would be the kick-off for the Brown Bag Sessions in the HUB.

8. JZ reminded everyone about the need to complete the ethics tutorial.

EW