



MINUTES OF THE MEETING

COLLEGE OF EDUCATION

EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, January 19, 2006, at 8:30 a.m. in Room 255 in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Soady, Zahner, Hull, Gerber, Lee, Bauer, Hilgert, Judd (for Reffel), Griffin, Leech, Ducharme, Martinez, Corbin, Mr. Pearce, and Ms. Roberts.

Dean Gunter announced that Information Technology had allotted the COE 20 new faculty computers. Dean Gunter has distributed them to departments as follows: ACED, 2; ECRE, 3; CIT, 1; EDL, 1; KSPE, 3; MSED, 1; PSYC, 3; and SPE, 3. This distribution will leave three computers in reserve with which Dean Gunter can "negotiate."

Dean Gunter distributed [two flyers](#) related to GACE (Georgia Assessments for the Certification of Educators). One flyer dealt with a survey to be distributed to COE and Arts and Sciences faculty members about the GACE content tests. Dean Gunter will distribute these surveys to faculty this afternoon. The second flyer was a site participation form where a faculty member could agree to field test content area test items in classes. Dean Gunter asked department heads to please distribute the participation form to interested faculty.

Dean Gunter announced that the catalog reviews had been completed with all departments except two; these last two reviews will be conducted today and tomorrow. Dr. Gerber asked that any curricular/program revision forms which had to be submitted to Academic Committee be turned in to him by tomorrow (Friday).

Dean Gunter announced that one department had given him \$1900 to help defray the cost of periodicals currently being paid for through his budget; he still needs approximately \$2000 to help cover the total cost of these periodicals.

Dr. Lee announced that because the PSC program templates were still not ready, the original due date of February 1 for program reports to be submitted to PSC would be extended. Dr. Lee encouraged department heads to make sure that all data which had already been entered into the program templates either be printed out or "cut and pasted" into a Word document and saved. She will talk with Tom Hall from PSC next week about scheduling him to come to campus and train faculty in the use of the new templates which he is building. Dr. Lee also announced that she had received the NCATE access information yesterday; she will send the access information out to department heads today. Dr. Lee is going to schedule a meeting next week with all program coordinators in departments which are submitting program reports to NCATE.

Dean Gunter raised the issue of the COE Technology Committee report. Dr. McGahee moved approval of the recommendations included in the report; Dr. Martinez seconded the motion. Much discussion followed. All of the department heads announced that the issue had been discussed in departmental meetings. While some departments were in favor of transferring responsibility for COE technology to IT, others had reservations about it. While many issues were raised about the ramifications of this change, the general consensus seemed to be that the Executive Committee members wanted more information from IT (Joe Newton) about how the COE would specifically be affected if this change took place. Dr. McGahee withdrew his motion, and Dr. Martinez withdrew his second of the motion. Dr. McGahee suggested that the issue be remanded back to the COE Technology Committee and that the Technology Committee meet with all involved parties (i.e. Joe Newton, Bobby Watson, etc.) and that the committee work to develop a written set of guidelines under which this change would take place. At that time, the recommendation will be considered again by the Executive Committee.

Dean Gunter asked that department heads send him their final summer school costs so that he can finalize the COE summer budget.

Dr. McGahee distributed all of the student teaching data from Fall Semester, 2005. He asked department heads to incorporate this data into the notebooks which they have been given previously.

Ms. Roberts distributed a list of COE courses which are major restricted. She asked department heads to review the list and let her know if any courses should be removed from this list. She also distributed a list of declared education majors who have not been admitted to teacher education. These students will have an "X" added to their designated major and will not be allowed to register for any courses which require admission to teacher education.

Dean Gunter reviewed the draft of a letter he had received from the VSU Admissions Office; the letter will be sent to all transfer students and outlines the GPA requirements for admission to all COE programs. It was suggested that a statement be added to the bottom of the COE section about the Praxis I requirement for admission to teacher education. Dean Gunter will add a statement about the Praxis I requirement and return it to the Admissions Office.

Dean Gunter distributed [an e-mail](#) from Dr. Levy about the 2006 Christa McAuliffe Excellence in Teacher Education Award competition. Applications are due by Friday, March 10. Dean Gunter will convene a group to discuss interest in applying for the award.

Announcements

Project Learning Tree is Saturday, January 21, from 8:00-4:00.

Next Executive Committee meeting is January 26.

The Share the Wealth Conference, sponsored by the Department of Kinesiology and Physical Education, is next Thursday-Saturday. Approximately 700 people will be in attendance.

There being no further business, the meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Donnie J. McGahee