



## MINUTES OF THE MEETING

### COLLEGE OF EDUCATION

#### EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, January 26, 2006, at 8:30 a.m. in Room 255 in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Langford (for Griffin), Lee, Ducharme, Martinez, Reffel, Leech, Zahner, Hull, and Bauer. Guests: Dr. Judd and Mr. Grubbs.

Dean Gunter announced that he had heard from only two departments about the allocation of the new computers which have been allotted to the COE. He asked department heads to send him, based on their departmental allocation, the names of the faculty who should receive the new computers.

Dr. McGahee reminded everyone that student teaching applications for Fall, 2006, are due in his office by 5:30 p.m. on Tuesday, January 31. He encouraged the placement of student teachers in the COE comprehensive partner schools.

Dr. Reffel made a PowerPoint presentation about the student teaching project in Barrow County. Barrow County offers free housing to student teachers who complete their student teaching there, and signing incentives are offered to student teachers who accept teaching positions in Barrow County after the completion of their student teaching. This program is limited to student teachers in critical needs areas. Dr. Reffel volunteered to come to departmental meetings to further explain the program.

Dean Gunter reminded department heads that they had received an e-mail from Ms. Ellis, chair of the COE Scholarship and Honors Committee. He asked department heads to please be timely in their responses to Ms. Ellis' requests for information related to upcoming honors activities.

Dr. Hull announced that the on-site visit for the ASHA (American Speech-Hearing Association) review had been scheduled for March 30-31, 2006.

Dean Gunter announced that the School Psychology program had received continuing approval from NASP (National Association of School Psychologists). The report did indicate, however, a need for performance assessment data.

At last week's Executive Committee meeting, approval had been given for the name of the new combined department to be Department of Curriculum, Leadership, Research, and Technology.

After reviewing the proposed new name, Dr. Levy suggested that, since all departments were involved in research, the new name of Department of Curriculum, Leadership, and Technology might be more appropriate. Drs. Leech and Zahner reported that this suggested name had been presented to all faculty in both departments and that all of the faculty in both departments were satisfied with this proposal. This proposal was accepted for information purposes by the Executive Committee members.

Dr. Lee reported on an analysis she had made of the course/instructor evaluation process in the COE. She found that some of the electronic evaluation data have errors; for example, in some cases, there were more responses than there were students registered for the classes. Dr. Lee has worked with Mark Swift to improve this process. Effective for evaluations this semester, the electronic evaluation process will contain drop-down menus where students can select the instructor's name and course number. If an instructor is teaching multiple sections of the same course, however, all of this data will be grouped together. After discussion, it was decided to ask Mark to have the drop-down menus include instructor name, course number, and meeting time of the course. This change will allow the data to be separated by course sections. Dean Gunter stated that the COE would continue to use the paper-and-pencil evaluation method for classes which have a difficult time accessing a computer lab.

Dr. Lee announced that she had forwarded information about the PSC program report templates from Tom Hall at PSC. Mr. Hall will be here on February 7 at 1:30 p.m. to provide training on using the new program templates. The training will take approximately two hours. Dr. Lee also announced that she did not know yet what the formats for the advanced program reports or endorsements would be. She also announced that the NCATE reports (for those departments submitting to SPAs) were due next Wednesday.

Dean Gunter announced that faculty evaluations were due to Dr. Levy by February 28. He asked department heads to see him about any evaluation which they felt might be problematic. Dean Gunter also asked that department heads submit copies of their faculty evaluations to his office. Department heads should submit their own evaluations to Dean Gunter by February 6.

Dean Gunter reminded department heads about the available Faculty Development funds.

### **Course/Curricular Changes**

Dr. Martinez moved approval of changes in the course descriptions for ACED 4400 and ACED 8995; the motion was seconded by Dr. Bauer. The motion was unanimously approved.

Dr. Reffel moved approval of changes in the course descriptions for ECED 3000, ECED 3190, ECED 3300, ECED 3400, ECED 3690, ECED 4300, ECED 4400, ECED 4690, and ECED 4790; the motion was seconded by Dr. Bauer. The motion was unanimously approved.

Dr. Reffel moved approval of changes in the course descriptions for READ 3200, READ 3500, READ 4100, and READ 4200; the motion was seconded by Dr. Bauer. The motion was unanimously approved.

Dr. Leech moved approval of a change in the course description for LEAD 7921; the motion was seconded by Dr. Bauer. The motion was unanimously approved.

Dr. Langford moved approval of changes in the course descriptions for KSPE 2150, KSPE 3200, KSPE 3330, KSPE 3420, KSPE 4550, KSPE 4710, KSPE 4790, and KSPE 7400; the motion as seconded by Dr. Leech. The motion was unanimously approved.

Dr. Reffel moved approval of a recommended change in the course description for MATH 3161; the motion was seconded by Dr. Bauer. The motion was unanimously approved. This change must also be approved by the College of Arts and Sciences.

Dr. Ducharme moved approval of changes in the course descriptions for MSED 2000, MGED 3000, MGED 3990, MGED 4790, SEED 3000, SEED 4790, SEED 4900, MSED 7001, and MSED 7005; Dr. Bauer seconded the motion. The motion was unanimously approved.

Dean Gunter moved approval of changes in the course descriptions for FLED 4500, FLED 6800, and FLED 7600 (and change in hours); Dr. Hull seconded the motion. The motion was unanimously approved. This change must also be approved by the College of Arts and Sciences.

Dr. Bauer moved approval of changes in the course descriptions for PSYC 3110, PSYC 3120, PSYC 4800, PSYC 7110, PSYC 7470, PSYC 7971, PSYC 7972, PSYC 8250, PSYC 8400, PSYC 8610, PSYC 8800, SCHC 7470, and SCHC 8400; the motion was seconded by Dr. Martinez. The motion was unanimously approved.

Dr. Reffel moved approval of a recommended change in the course description for SCI 3000; the motion was seconded by Dr. Bauer. The motion was unanimously approved. This change must also be approved by the College of Arts and Sciences.

Dr. Hull moved approval of changes in the course descriptions for SEEC 3190, SEEC 3300 (and title), SEEC 3400, SEEC 3410, SEEC 3690, SEEC 4140, SEEC 4180, SEEC 4690, SPEC 2120, SPEC 3020, SPEC 3040, SPEC 3050, SPEC 3070, SPEC 3140, SPEC 3170, SPEC 3180, SPEC 4020, SPEC 4030, SPEC 4051, SPEC 4052, SPEC 4060, SPEC 4070, SPEC 4080, SPEC 4081, SPEC 4110, SPEC 4140, SPEC 4170, and SPEC 4180; the motion was seconded by Dr.

Bauer. The motion was unanimously approved.

Dr. Hull moved approval of changes in the course descriptions for COMD 3010, COMD 3030, COMD 3060, COMD 3080, COMD 4020, COMD 4040, COMD 4050, COMD 4070, COMD 4110, and COMD 4130; the motion was seconded by Dr. Bauer. The motion was unanimously approved.

Dr. Bauer moved approval of deactivation of the M.Ed. program with a major in Early Childhood Education (content option) and deactivation of the following courses:

ACED 4100, COMD 3050, COMD 4030, COMD 4100, MGED 3310, MGED 3410, MGED 3420, MGED 3450, MGED 3460, MGED 3510, MGED 4600, READ 4530, SEED 3100, SEED 3110, SEED 3200, SEED 3210, SEED 3310, SEED 3410, SPEC 3030, SPEC 4090, SPEC 4100, SPEC 4130, SPEC 4160, CIED 7020, CIED 7030, CIED 7099, MGED 7010, MGED 7200, MGED 7210, MGED 7300, MGED 7310, MGED 7400, MGED 7410, MGED 7420, MGED 7430, MGED 7440, MGED 7500, MGED 7520, MGED 7600, MGED 7650, MGED 7660, MGED 8100, MGED 8110, MGED 8900, MGED 8990, MSED 7610, MSED 7620, MSED 8100, MSED 8110, MSED 8900, MSED 8999, SEED 7000, SEED 7100, SEED 7120, SEED 7150, SEED 7780, SEED 7800, SEED 8100, SEED 8150, SEED 8980, and READ 4530. The motion was seconded by Dr. Ducharme. The motion was unanimously approved.

Dr. Bauer moved approval of the requirement of an interview as part of the admissions process for the M.Ed. program in School Counseling; the motion was seconded by Dr. Martinez. The motion was unanimously approved.

### **Announcements**

The next meeting of the Executive Committee will be February 9.

Dr. Bauer announced that his department is sponsoring a speaker at the Science Series at 4:30 p.m. today in Powell Hall.

Dean Gunter announced that he would leave today to attend the Share the Wealth Conference being held at Jekyll Island.

Dr. Reffel announced that two COE graduate students made a presentation at the CEC Conference held last week.

Dean Gunter announced that he has asked Dr. Levy for a discussion regarding possible ways to streamline the grant-reporting process being required by the Office of Grants and Contracts.

There being no further business, the meeting was adjourned at 10:11 a.m.

Respectfully submitted,

Donnie J. McGahee