



MINUTES OF THE MEETING

COLLEGE OF EDUCATION

EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, February 9, 2006, at 8:30 a.m. in Room 255 in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Bauer, Hull, Schmertzing (for Leech), Zahner, Martinez, Gerber, Griffin, Lee, Hilgert, Reffel, Corbin, Mr. Grubbs (for Ducharme), Ms. Roberts, and Mr. Pearce. Guest: Dr. Judd.

Dean Gunter reported on the RESA meeting he had attended on Thursday. RESA has recently completed a study on the impact of block scheduling in Lowndes County. Although the study found that block scheduling had no positive impact and that it does cost more, teachers had no desire to give it up.

Dean Gunter reported on the deans' council meeting he had attended on Thursday. Mr. Bill Moore, the university's information security officer, provided a report. He stated that the university's information use policy is available on-line; he also stated that campus computers are state property. The BOR has just completed a technology security investigation at VSU. Computer users will be required to change their passwords every 90 days. Dean Gunter will invite Mr. Moore to come to a future Executive Committee meeting to discuss these issues.

Dean Gunter asked department heads to please request their faculty to use the travel expense forms which are available on-line. These forms are processed faster.

Dr. Lee discussed the program completers' and employers' surveys which had been completed last fall. The survey instrument used was a modified form of the STPIS (Student Teacher Program Improvement Survey). The survey was sent to 202 graduates; there were 62 returns (31%). The survey was sent to 202 employers at 142 different schools; there were 57 returns (28%). Overall, both the program graduates and employers rated graduates very high. For example, over 90 percent of both groups rated the graduates' preparation programs as either an "A" or a "B" grade. Dr. Lee announced that the [survey instrument is being revised](#) for use this year so that it can be used for all educators, and not just teachers; Dr. Lee distributed a copy of the revised survey instrument. It was suggested that a category of "Not Applicable" be added to the possible responses. Dr. Lee announced that she has more data from last fall's survey which she will distribute to department heads.

Dr. McGahee distributed copies of the draft COE Conceptual Framework. Dr. Lee stated that the "goals" and "coherence" sections needed further revision. Dean Gunter asked Dr. McGahee to be responsible for working with the Conceptual Framework Committee to make further revisions. Dean Gunter asked department heads to invite both him and Dr. Lee to a departmental meeting to explain and discuss the COE Conceptual Framework.

Dr. Lee announced that the SPA (specialized professional association) reports had been submitted on time to NCATE. The following programs submitted SPA reports: early childhood, interrelated SPE/ECE, reading, media specialist, instructional technology, deaf education, French education, Spanish education, and interrelated special education; the school counseling program submitted its SPA report last semester. Dr. Lee also announced that a few glitches had been discovered in the initial program templates from PSC. She is working with Tom Hall at PSC to correct these problems.

Dean Gunter announced that he and Dr. Lee had written an e-mail to Dr. Fran Watkins at PSC about the advanced program reports. Specifically, they asked if the COE could use its own standards in completing the advanced program reports rather than the PSC standards. Dean Gunter also asked about assessments--whether or not these would be required in the PSC reports. Dean Gunter noted that while PSC might not require assessments, NCATE would. Particularly, NCATE requires unit-wide assessments. Dean Gunter stated that he had met with Dr. McGahee and Dr. Lee the previous day to brainstorm about what unit-wide assessments were used unit wide

in the COE. Their list included: comprehensives exams (or an appropriate substitute), teacher observation instrument as a self-evaluation, some type of literature review, dispositions assessment, impact on P-12 learning, and an end-of-course assessment or a portfolio assessment. The COE must have assessments, but not necessarily data for the unit to be approved. Without assessments, however, the unit would not be approved. Dean Gunter asked department heads to discuss these proposed assessments with their departmental faculty to see if they feel that they are viable and reasonable. Dr. Lee noted that templates for advanced programs and endorsements are not yet available from PSC.

Ms. Roberts distributed a handout relating to admission to teacher education. She proposed that students be required to complete 45 hours before being admitted to teacher education; the current requirement is completion of 30 hours. After lengthy discussion, Dean Gunter asked Ms. Roberts to chair a committee composed of Drs. J. Bass, C. Barnette, B. Hull, K. McCurdy, L. Wiley, J. Reffel, and Mr. S. Grubbs to review this issue and make a recommendation to the Executive Committee.

Ms. Roberts distributed an e-mail from Ms. Arlene Gaumond in the Admission's Office about transfer advising for summer and fall. Ms. Roberts also announced that four tutors had been hired to assist students preparing to take Praxis I.

Dr. Martinez raised the issue of allowing the use of the MAT for the doctoral program; currently, only the GRE is allowed. After some discussion, Dr. Zahner suggested that this issue should more appropriately be brought before the COE Doctoral Coordinating Committee before being raised at an Executive Committee meeting.

Dean Gunter announced that the Academic Committee would meet on Monday.

Dr. Zahner reported on her recent trip to Belize. One issue discussed during her trip was the placement of more of our student teachers in Belize. Dr. Zahner stated that she would survey other institutions to see how they handled placing student teachers in Belize. She also announced that the COBEC Conference would be held July 27-29.

Dr. Reffel announced that her department would sponsor a book fair the last week of February. Mr. Pearce announced that the student art competition show opens on Monday. Dr. Corbin announced that the symphony would be Saturday.

There being no further business, the meeting was adjourned at 10:20 a.m.

Respectfully submitted,

Donnie J. McGahee