



MINUTES OF THE MEETING

COLLEGE OF EDUCATION

EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, March 23, 2006, at 8:30 a.m. in Room 118 in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Reffel, Lee, Martinez, Hull, Griffin, Zahner, Stanley, Leech, Hilgert, Corbin, Mr. Pearce, and Ms. Roberts. Guests: Dr. Judd and Megan Dove.

Dean Gunter welcomed Dr. Barbara Stanley as acting head of the Department of Middle Grades and Secondary Education. Dr. Stanley has agreed to serve in this capacity until January 1, 2007.

Megan Dove, the graduate assistant in the COE Advising Center, discussed the peer advising program in the Advising Center. Ms. Dove explained that the Advising Center is now accepting applications for peer advisors. Peer advisors must be COE majors, and representation is being sought from all COE departments. Applicants must complete and submit an application and a one-page letter of support from a faculty member. The deadline for applications is Friday, April 14, at 3:00 p.m. Flyers about the peer advising program will be posted in buildings across campus.

Dean Gunter announced that the COE summer school budgets are complete. Every department was approved for everything which had been requested on the most recent summer school budget submitted.

Dean Gunter discussed the issue of merit raise recommendations. Any raise recommendation for a faculty member which is higher than 4.5 percent must be sent to Dean Gunter along with an explanation and a copy of the faculty member's 2005 evaluation (completed in 2006). For a staff member whose recommendation is higher than 4.5 percent, just send an explanation. A department head cannot exceed the total amount of money allotted to his/her department. All recommendations are due at 5:00 p.m. today, March 23.

Dean Gunter announced that the renovations going on in the Education Center are scheduled to be completed by April 4. Dean Gunter also announced that the "walls-to-the-ceilings" project on the first floor of the Education Center was a top project submitted by VSU to the Board of Regents for MRR (major repair and renovation) funding. This does not, however, necessarily mean that this project will be funded by the BOR.

Dean Gunter announced that new signs will be installed Monday on the north and south sides of the Education Center showing the new name of the Education Center--The James L. and Dorothy H. Dewar College of Education. The signs will be covered until the dedication ceremony on April 4.

Dean Gunter announced that Dr. Lee and he still needed to meet with three COE departments to review the unit's conceptual framework. He asked the department heads of those three departments to please invite them to their next scheduled departmental meetings.

Dr. Lee discussed the work being done on the PSC program reports. She noted the tremendous amount of work which faculty had done to complete these reports. Dean Gunter stated that he hoped faculty who had worked so hard on writing the reports had been given some re-assigned time. Dean Gunter further noted that this entire process had gotten too big and cumbersome. He is considering sending PSC some samples of COE program reports to show them how much work is involved. Dr. Lee stated that Dr. Cox is currently printing out all of the reports which have been finished. Dean Gunter, Dr. Lee, Dr. Gerber, Dr. McGahee, and Ms. Roberts will read all of the reports and offer feedback.

Dean Gunter announced that the dedication ceremony for the Education Center will be held on April 4. Approximately 75 people have been invited for the luncheon.

Dean Gunter asked department heads to please hold June 25-27 as tentative dates for an Executive Committee retreat.

Dr. Reffel announced that the initiation ceremony for Delta Kappa Pi would be held on Saturday, March 25, at 3:00 p.m. There will be 35 initiates; all COE departments are represented.

Dr. Reffel announced that the VSU Project Learning Tree had been awarded the 2005 Outstanding Program Award.

Dean Gunter related an issue dealing with registration which had been raised by the Registrar's Office. Currently, registration starts at 9:00 p.m.; some faculty have reported students leaving class early in order to get on-line and register. Dean Gunter will ask Mr. Hudson to come to next week's Executive Committee meeting to discuss this issue. Any other registration issues should be raised with Mr. Hudson at that time.

Dean Gunter announced that the Russian delegation (six people) is on campus. So far, the group has visited the Sports Medicine program and with Dr. Nanci Scheetz in the Department of Special Education and Communication Disorders.

Dean Gunter asked Dr. Stanley to discuss the plans for Dr. Ducharme's memorial service. Dr. Stanley stated that Dr. Dixey and she were working together to plan the service and that it was scheduled for Monday, April 3, from 4:30-6:00 p.m. in the University Center Theater. Dr. Stanley will send out notices about the service on the coefac and coestu listservs.

There being no further business, the meeting was adjourned at 9:56 a.m.

Respectfully submitted,

Donnie J. McGahee