



MINUTES OF THE MEETING

COLLEGE OF EDUCATION

EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, August 17, 2006, at 8:30 a.m. in the COE Conference Room in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Lee, Leech, Gerber, Stanley, Reffel, Hull, Griffin, Bauer, Hilgert, Galeano, Martinez, Mr. Pearce, and Ms. Roberts.

Dean Gunter recognized the Department of Early Childhood and Reading Education for achieving national recognition (with conditions) for its IRA (International Reading Association) review of its reading program, and he recognized the Department of Early Childhood and Reading Education and the Department of Special Education and Communication Disorders for achieving national recognition (with conditions) for the ACEI (Association for Childhood Education International) review of the interrelated special education/early childhood program. Dean Gunter also recognized the Department of Modern and Classical Languages for its nationally recognized (with conditions) Spanish Education and French Education programs as a result of its ACTFL (American Council for the Teaching of Foreign Languages) review.

Ms. Roberts announced that, as a result of the new Student Success Center, the COE would receive five graduate assistants. These five graduate assistants will be apportioned as follows: 1 to Adult and Career Education and Middle Grades and Secondary Education, 1 to Early Childhood and Reading Education, 1 to Kinesiology and Physical Education, 1 to Special Education and Communication Disorders, and 1 to Psychology and Counseling. These graduate assistants will be trained to assist in the advising process; they will work 18 hours a week. They will not, however, advise students independently.

Ms. Roberts noted that the Registrar's Office was now requiring a waiver form to be completed in order for a student to transfer in more than 60 hours to VSU; this waiver is required even if these additional hours are physical education activity and health courses. Dean Gunter will ask Mr. Hudson to come to a future Executive Committee meeting to address this issue.

Dean Gunter discussed the NCATE/PSC pre-visit which had occurred this past Sunday and Monday. The NCATE team chair, Dr. Jerry Bailey from the University of Kansas, the PSC team chair, Dr. Richard Harrison from Augusta State University, and Ms. Penney McRoy, the PSC liaison, were on campus to meet with Dean Gunter and Dr. Lee for the pre-visit. They had read the draft IR (Institutional Report) which had been sent to them earlier; their suggestions for changes in the IR will be made, and the final copy of the IR and the Conceptual Framework will be sent to them by Monday, August 21. Dr. Lee stated that the evidence room would be almost totally electronic and that the password to the evidence room would be sent to all NCATE and PSC team members on September 15. Dr. Lee announced that exhibit centers have been set up in LiveText for each program. Dr. Lee will schedule work sessions with program coordinators to assist them in putting their final evidence into LiveText; she asked department heads to get back with her about scheduling these training sessions with program coordinators (Fridays are best). Dean Gunter stated that the team members would arrive on Friday, October 20, and would begin work at 9:00 a.m. on Saturday, October 21. Other items which were discussed at the pre-visit included:

The review teams want to schedule a number of meetings with students and want to see a number of samples of student work.

The review teams will visit off-campus sites via video conferencing.

Documentation must be provided as to how "areas for improvement" from the previous NCATE/PSC visit were addressed.

The dinner on Sunday night, October 22, will be held in Room 255 in the Education Center; the dinner will be finished by 8:00 p.m.

Dean Gunter will work on the meeting schedule next week for interviews with the team members during the visit. The team members will meet with students, faculty, and a variety of other people on campus during the visit.

Dr. Lee provided a LiveText update. Dr. Lee noted that there are a number of problems collecting data for programs which do not have their students in LiveText. She noted that all student teachers must have LiveText beginning Spring Semester, 2007. Dr. Lee asked each department head to send her a written notice about whether or not LiveText was being required for each department's programs and also whether or not the department head wants a letter sent to every graduate student who is admitted stating that he/she will not be allowed to register for classes until LiveText has been purchased and activated. Lastly, Dr. Lee noted that departments which do not have a program in LiveText will be responsible for manually entering the data from this program into LiveText; the Assessment Center (Drs. Lee, Cox, and Judd) do not have the time to continue to perform this activity for departments.

Dr. Bauer moved approval of a [proposal](#) for a curricular change from the Department of Curriculum, Leadership, and Technology in the Ed.S. program in Educational Leadership; Dr. Martinez seconded the motion.

The incorrect course number had been put in the graduate catalog for the research course required in the Ed.S program. The catalog shows RSCH 7100; the proposal will change the requirement to RSCH 8000, which is what it should be. The motion was unanimously approved.

Dr. Gerber noted that a display case had been purchased and installed downstairs in the Education Center. Faculty should send research which has been published within the last three years to Carol Beaverson in the dean's office for display in the case.

Dr. Gerber distributed a [proposed videotape permission form](#). He will send it to department heads electronically. Dr. Gerber asked department heads to get input about the permission form from faculty; the form will be considered for approval at a future meeting.

Dr. Bauer announced that Dr. Katka Vitaskova, the Vice Dean for Pedagogy at Palacky University in the Czech Republic, will be visiting on campus October 23-November 8. Dr. Vitaskova's background is in special education.

Ms. Roberts announced that Mr. Don Puckett will be here tomorrow. He will conduct a workshop for students in the morning and for student teachers in the afternoon. The focus of the workshops will be on classroom management.

Dean Gunter reminded everyone about VSU's Centennial Celebration tomorrow night (August 18).

Dean Gunter announced that Dr. Lee and Dr. McGahee were going to collect the data needed to complete the PSC's PAAR reports; a future meeting of the Executive Committee will be devoted to entering this data for all programs.

Dr. McGahee distributed [handouts](#) from Dr. Cox showing the test dates for the Georgia AssessOnline technology test and a copy of an e-mail which has been sent to all 2999 instructors showing the LiveText purchase/activation dates and the LiveText forms completion dates for all 2999 students for fall semester. Dr. McGahee also distributed a list of 2999 requirements which Dr. Cox uses in the ACED 2999 course.

There being no further business, the meeting was adjourned at 9:48 a.m.

Respectfully submitted,

Donnie J. McGahee