

MINUTES OF THE MEETING
COLLEGE OF EDUCATION
EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, April 10, 2008, at 8:30 a.m. in Room 235 in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Stanley, Gerber, Griffin, Reffel, Hull, Leech, Minor, Martinez, Lee, Hilgert, Bauer, Mr. Pearce, and Ms. Roberts. Guests: Drs. Langford, Stelzer, Mazal, and Mr. Murrie.

Dr. Stelzer introduced Dr. Ferdinand Mazal, a guest from the Czech Republic. Dr. Mazal is head of the Department of Physical Education at Palacky University, and he is visiting VSU to discuss the possible exchange of students and faculty between Palacky University and VSU. Dr. Bauer noted that he has approximately 30 students signed up for the study abroad program this summer in the Czech Republic.

Dr. Bauer moved approval of the proposed [Certificate in Online Teaching](#) program; Dr. Hull seconded the motion. Dr. Leech explained that this certificate program was designed for non-educators. The certificate will require four courses: ITED 7050, CIED 7601, 7602, and 7603. Dr. Lee noted that SACS would need to be notified about this certificate. The motion was unanimously approved.

Dr. Hull moved approval of [changes in the names of RSCH 9800, 9820, and 9840](#); Dr. Stanley seconded the motion. Dr. Leech explained that the proposed name change would delete the words “in education” from the course titles. The motion was unanimously approved.

Dr. Martinez moved approval of a change in the [M.Ed. program in Health](#) and Physical Education; Dr. Hull seconded the motion. Dr. Griffin explained that the change would require students to have a 3.0 GPA in order to enroll in KSPE 7910—Capstone Seminar in Physical Education. The motion was unanimously approved.

Dr. Leech moved approval of the [Ed.S. program in Coaching Pedagogy](#); Dr. [Martinez seconded the motion](#). Mr. Murrie explained that this proposed new program would require 27 hours of coursework and that applicants to the program must be experienced coaches. Applicants must also have completed three years of acceptable school experience including coaching duties. The proposal also included nine new courses: KSPE 8100, 8200, 8300, 8400, 8500, 8600, 8700, 8800, and 8900. Dr. Lee noted that, if approved, SACS would need to be notified about this new degree program. After short discussion, the motion was unanimously approved.

Dr. Lee stated that a suggestion had been made that the recently approved Ed.S. program in Teaching and Learning be changed to an Ed.S. in Exemplary Teaching before the request for the program is sent to the BOR. Dr. Bauer moved approval of the name

change, dependent upon a positive vote from the faculty in the Department of Early Childhood and Special Education; Dr. Griffin seconded the motion. The motion was unanimously approved.

Dean Gunter announced that presentation for the Ph.D. program in Communication Disorders had been made to the BOR on April 1. He has received notice, however, that the program was not selected for approval.

Dean Gunter announced that initiative funding had been received to update the observation rooms in the Education Center.

Dr. Reffel reported on the deans' council meeting which she had attended yesterday on Dean Gunter's behalf:

- Departments need to maintain documentation of advising errors.
- The BOR Enhanced Academic Advising Task Force; Dr. Zaccari chairs this task force. Each institution must submit its advising mission statement, structure, and handbook to Dr. Zaccari.
- VSU will pilot DegreeWorks, which is an advising and enrollment management tool.
- Jim Black talked about state purchasing; VSU now has a procurement transformation initiative.
- Dr. Levy announced that department heads should discuss each faculty member's goals with him/her at the beginning of fall semester.

Dr. Lee cautioned department heads that, in interviewing prospective new faculty, to remember that SACS requires faculty to have 18 hours of credit in the field in which they are teaching.

Dr. Lee distributed a list of [current COE off-campus and on-line programs](#). Dr. Lee noted that if a department is offering a program off-campus and it is not on the list, an IDP (Instructional Delivery Plan) must be submitted. Dr. Lee also [distributed a form](#) she had received from Jon Sizemore; the form was a "Declaration of Intent to Offer a Degree Program Externally." This completed form must be submitted to the BOR three months prior to announcing the proposed availability of a program.

Dean Gunter announced that there had been a change in the university's interpretation of the federal regulations regarding faculty hourly pay calculations for faculty working on federal grants. The university is in the process of developing a policy about this issue.

Dean Gunter reminded everyone about the COE Honors Night scheduled for Tuesday, April 15, at 6:00 p.m. in the University Center.

Dean Gunter announced that Dr. Levy had indicated that he would not approve a transient course at GMC if the course was offered at VSU.

Dean Gunter announced that dates and times for open forums for faculty with the six presidential candidates would be scheduled and announced on the university's website.

Dean Gunter announced that Dr. Hull had submitted a grant in the area of autism.

Dean Gunter announced that the Executive Committee would meet next Thursday.

Dr. Reffel reminded everyone that the Relay for Life would be tomorrow night (Friday) beginning at 7:00 p.m.

Ms. Roberts announced that applications for fall semester are up 22 percent over last year; this number could present a housing shortage. Ms. Roberts also noted that the university will no longer accept Visa from students to pay for tuition. Ms. Roberts distributed the [orientation schedule for summer](#); there are 15 orientations scheduled from May through August.

Dr. Gerber announced that he was working with Drs. Reffel and Dixey to send some of our students to student teach in Belize during Spring Semester, 2009.

Dr. Gerber announced that [job announcements](#) have been posted for two teachers and a principal for the Early College Initiative; these announcements have a closing date of April 14.

Dr. Reffel announced that she will send all COE students an e-mail telling them that course evaluations will be sent to them within the next few days.

Dr. Reffel moved approval of the data use document which she had modified to align with the PAAR headings; Dr. Stanley seconded the motion. The motion was unanimously approved.

There being no further business, the meeting was adjourned at 10:25 a.m.

Respectfully submitted,

Donnie J. McGahee