

MINUTES OF THE MEETING
COLLEGE OF EDUCATION
EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, November 29, 2007, at 8:30 a.m. in Room 255 in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Myers-Jennings, Martinez, Gerber, Leech, Griffin, Hull, Stanley, Lee, Gladwin, Mr. Pearce, and Ms. Roberts. Guests: Ann Lacey, Allen DeVane, Sterlin Sanders, and Andy Fore.

Ann Lacey reported on plans for the fall graduation ceremonies. She stated that there would be four graduation ceremonies in the fall—one ceremony on Friday (Nursing) and three ceremonies on Saturday. The ceremony for the COE will be at 10:00 a.m. on Saturday, December 8. Ms. Lacy noted that there could be a conflict with the December 8 ceremonies if the Blazer football team continues to win in the playoffs and has a game on December 8. Drs. Zaccari and Levy will speak at all of the graduation ceremonies. In addition, there will be speakers representing the Alumni Association, the Student Government Association, and the Faculty Senate. Ms. Lacey noted that the COE would need someone to call names at the ceremony—Dr. Martinez agreed to serve as the announcer again.

Allen DeVane, Sterlin Sanders, and Andy Fore gave the IT report for the COE for the month of November:

- COE Lab upgrades: Computers for COE 244 and 240 have been ordered and are scheduled to be set up during Christmas break.
- IT Tracker Call Stats: Handled over 126 on-site calls to completion for COE support for the month of October 2007.
- Carpeting: The computer lab in COE 124 will be disassembled on December 10 so that new carpeting can be installed.
- Smart Classroom Update: Installation of Smart Classroom equipment for COE 124 will begin at the end of this semester.

Dean Gunter announced that he would provide pizza for faculty and staff on Exam Prep Day on Tuesday, December 4. Dr. Reffel will be available that day to assist faculty with entering data into LiveText.

A discussion was held about the new generation of LiveText. Dean Gunter noted that the COE had three options for adopting the new generation: go to it in January, wait until later, or go to the new generation “look” but have it function like the current version. It was decided to adopt the new generation of LiveText for Maymester, 2008, and to provide training for faculty during spring semester. Dr. Reffel announced that a webcast on the new generation of LiveText would be shown in Room 255 on Exam Prep Day. Also, Dr. Reffel announced that she, along with several faculty members, planned

to attend a LiveText workshop on December 13 in Orlando. There are also several on-line training workshops for the new generation—Dr. Reffel will send out a list of them to all COE faculty members.

Dr. Lee announced that she still needed examples of “student success” stories.

The remainder of the meeting was devoted to department heads and program coordinators entering program data into LiveText.

Respectfully submitted,

Donnie J. McGahee