

MINUTES OF THE MEETING  
COLLEGE OF EDUCATION  
EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, October 16, 2008 at 8:30 a.m. in Room 255 of the Education Center with Dean Gunter presiding. Members present were: Lee, Gerber, Roberts, Reffel, Martinez, Leech, Myers-Jennings, Minor, Griffin, Stanley, Bauer, Pearce, Gladwin, Corbin, and B. Hull

**Approval of minutes of meeting on September 25, 2008**

A motion from Bauer, seconded by Leech was made to approve the minutes from the Executive Committee meeting on September 25. There was no discussion, the motion carried and the minutes were approved.

**Need for a New COE Display system ---- Gunter**

Danny Smith will be coming to each Department head to record a one-minute video to represent the work of the College of Education.

**Homecoming Tailgate --- Gunter**

There will be a table for the College of Education. Dr. Gunter will gather some information to place on the table. The tailgate will be held in the bookstore parking lot from 11:00-1:00 on Saturday, October 18, 2008

**Sandra Fletcher Assigned to COE at the Foundation ---- Gunter**

Dr. Gunter introduced Sandra Fletcher from the VSU Foundation. Sandra is assigned to the College of Education as part of her regular duties. Her position will be to assist in cultivation of donors. We have 500 donors to the College of Education. Her desire is to get to know each member of the Executive Committee so she knows about projects. The foundation is preparing to do a Capital Campaign feasibility study. Sandra distributed a [handout about giving](#) in difficult times. She also distributed a [Giving at Year End brochure](#). Questions, concerns, information regarding donors can be addressed to Sandra. She will be calling members of the Executive Committee to get to know everyone. She also mentioned the Faculty Staff campaign information, which can be found on the web at [http://www.valdosta.edu/give/giving\\_instructions.shtml](http://www.valdosta.edu/give/giving_instructions.shtml)

**Travel Fund Account information – Gunter**

Dr. Gunter shared the [account numbers](#) for the People Soft Authorization for Travel for supervision and faculty development. Faculty will need to know how the system works. Faculty will need to keep copies of reimbursement information (receipts, etc.)

**Athletic Training Program Name Change --- Lee/Griffin**

Dr. Griffin distributed a [memorandum](#) regarding a request to change the name of the Sports Medicine / Athletic Training major to simply Athletic Training in order to fall into full compliance with CAATE, the accrediting body for that program. He spoke with Sheri Gravett who offered the memo as the best course of action regarding this issue. Once approved by our Executive Committee, it will simply have to pass academic committee. Then it will be sent from the office \of the Academic VP (once Louis signs it) to the state level for final approval. It is

hoped that this change will get into the catalog as soon as possible. A motion was made by Griffin, seconded by Bauer; the motion carried.

### **Curriculum Change Admission to MAT Programs --- Lee/Stanley/Minor**

A [curriculum change proposal](#) for the MAT was distributed for consideration. This will be voted on next week.

### **Report from GATE/GACTE --- Lee**

Diane Bradford from the GADOE presented the Class KEYS evaluation protocol. There will also be a Leader KEYS developed. The instrument is somewhat aligned with the Georgia Framework. Here is the website for the School Keys

<http://www.doe.k12.ga.us/DMGetDocument.aspx/SCHOOL%20KEYS%20FINAL%205-29-07.pdf?p=6CC6799F8C1371F6175E5B6E474BB7C617F852E1ADE57E7942B6D677375DA861&Type=D>

Kelly Henson presented that 14,000 new teachers were hired last year. 10,000 were due to attrition, though timely retirement was not a large percentage of the attrition. GAPSC continues to be concerned about the high percentage of teachers leaving in the first 1-3 years. He also discussed pay differentials, making changes in the approval process for low enrollment programs, etc. A proposed plan for supporting new teachers has been conceptualized by the field experience committee to assign faculty members to new teachers for support.

### **Harry Wong Update – Gerber**

The contract for Harry Wong is being processed. He will present from 7-9 on April 6 for in-service teachers in the Convention Center (1000 seats). On April 7, he will present in our PE Complex from 9-12. Dean Gunter expects all of our students to attend. Student teachers will attend that day also. His general topic is High Expectations and Student Achievement and classroom management. The total will be \$15,000 to include his fees, reservation and lodging.

### **GACE Data --- Lee**

Dr. Lee presented the GACE data. We have not reported our GACE data in our PAAR reports in the past. Each department will receive their GACE data today. Directions are to review the data and report those that were enrolled in the program during the reporting year that took all parts of the assessment. An [e-mail correspondence](#) that was sent to the PSC verifying the reporting of GACE data was distributed.

### **Senior & Graduate Exit Surveys – Reffel**

Dr. Reffel distributed the [proposed Senior and Graduate surveys](#) that will be completed electronically. Departments wishing to have items included in the survey should contact Strategic Research and Analysis.

### **Institutional Effectiveness Report - Lee / Reffel**

Dr. Lee completed a [sample COE Institutional Effectiveness report](#) for SACS that Dr. Reffel distributed in hard copy and sent electronically to the Executive committee. An Institutional Effectiveness Report needs to be completed for each program including three years of data by October 31, 2008.

**GACE Webinar (Friday, 10-11:30) – Reffel**

Dr. Reffel distributed the [agenda](#) for the GACE Webinar to be held on Friday, October 17, 2008 from 10-11:30 in Room 118 of the Education Center. Department Heads and program coordinators are encouraged to attend.

**AACTE Early Bird Registration (10/20)—Reffel**

Drs. Reffel and Minor will be attending the AACTE Conference. Early Bird registration is October 20<sup>th</sup> (reduced rate). If anyone else is planning to attend, please let Reffel know so they can get in on a group registration price.

**Georgia Partnership for Excellence in Education Bus Trip – Reffel**

Two students were nominated to attend the Georgia Partnership for Excellence Bus Trip across South Georgia in November. The students are: Holly Mays (Special Education) and Cindy Vega (Early Childhood Education).

**October 31 Professional Development Participants --- Gunter**

Dr. Gunter reminded department heads of the professional development activity on October 31 for those teaching on-line.

**Academic Committee October 20, 2008 in the UC Exec Dining at 2:30**

Dr. Gunter reminded those with agenda items to attend or send a representative to the Academic Committee meeting on Monday, October 20.

**Kappa Delta Pi Initiation (10/27) – Reffel**

Dr. Reffel reminded department heads of the KDP initiation on October 27<sup>th</sup> and encouraged them to RSVP and to attend.

**People Soft V8 Protocol --- Gunter**

Dr. Gunter encouraged department heads to make sure faculties are trained on the use of the new travel protocol.

Dean Gunter announced that the next Executive Committee meeting would be October 23.

There being no further business, the meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Julia M. Reffel