

MINUTES OF THE MEETING
COLLEGE OF EDUCATION
EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, June 12, 2008, at 8:30 a.m. in Room 235 in the Education Center with Dean Gunter presiding. Members present were: Drs. McGahee, Stanley, Lee, Gerber, Griffin, Minor, Martinez, Hull, Reffel, Siegrist (for Leech), Hilgert, Mr. Pearce, and Ms. Roberts. Guest: Mr. Jon Sizemore.

Dean Gunter briefly discussed the selection of Dr. Patrick Schloss as the new president of VSU. Dean Gunter stated that Dr. Schloss had impressed the presidential selection committee when he interviewed. Dean Gunter feels that Dr. Schloss brings a number of excellent qualities to VSU.

Ms. Roberts thanked everyone for his/her assistance in the orientations which have been completed thus far; she does feel that the remaining orientations will have more students.

Dean Gunter announced that VSU will offer three AP courses (biology, English, and math). Dr. Monetti has coordinated this effort.

Dr. Hull, Dr. Stanley, and Mr. Sizemore attended the BOR meeting held yesterday in Atlanta to make a presentation about the work that VSU has done in the design and implementation of on-line degrees. Dr. Hull made a brief overview of the presentation. According to Dr. Hull, the presentation was well received by the regents.

Dr. Reffel announced that [LiveText](#) orientation sessions would be held for students on June 20, 25, and 27. Students in 2999 classes must attend one of these sessions; Dr. Reffel will send out an e-mail to faculty about the orientation sessions. Dr. Reffel also announced that next week's meeting would be held in Room 262 and that the meeting would focus on stripping the program data in LiveText. Dr. Reffel will provide each department head with a jump drive with his/her departmental data on it.

Dean Gunter reviewed the items which had been discussed at the deans' council meeting held yesterday:

- Dr. Levy's office hopes to have letters and contracts out to faculty by Monday. Dean Gunter asked department heads to be sure to check the contracts for accuracy before distributing them to faculty because some faculty have had equity adjustments made in their salaries.
- Dr. Levy announced that the on-site SACS visit would be April 6, 2010; the visit will last for 2 ½ days. Dr. Levy is particularly concerned about where the university is in the area of assessment. He emphasized that SACS would expect assessment data covering a 2-3 year period. Dr. Levy also feels that each

department needs an assessment report on the university website; such a report would serve as a way of “closing” the assessment loop.

- Dr. Cragg [distributed guidelines for submitting departmental annual reports](#) for this year. Departmental annual reports will be submitted through the strategic planning database. Departments must report on the progress of departmental goals which relate to the university goals. Dean Gunter asked department heads to try to have these completed by July 31.
- Dr. Gravett would like 3-4 COE faculty members to assist with the new faculty orientation at the beginning of fall semester.

Dr. Lee reported on the two COE initiatives. For the first initiative, IT has begun to install the cameras in the rooms downstairs in the Education Center; however, the two-way communication system still needs to be installed. The remaining funds for the first initiative will be used to purchase cameras for COE faculty and for schools. Dr. Lee stated that the second initiative was funded for \$20,000. Some of these funds will be used to purchase a Tandberg (video conferencing server), which will be housed in Continuing Education; however, the COE will have first priority on its use. The remainder of the funds from this second initiative will be used to purchase headsets for faculty.

Dr. Lee reminded department heads of the e-mail she had sent out last week from Mr. Sizemore. The e-mail contained a list of programs which are approved by the BOR for distance delivery. If a program is not on the list, no more than 50 percent of the coursework required in the program may be offered in a distance delivery format.

Dr. Gerber announced that the VECA (Valdosta Early College Academy) advisory committee would meet tomorrow to choose the students for the first classes in the fall. Dr. Gerber also announced that the workshops being conducted as part of the Math/Science Partnership Grant would be held June 23-27. Approximately 150, third-, fourth-, and fifth-grade teachers will attend.

Dr. Reffel [distributed a handout from NCATE](#). Included was information about the new template for a visit, questions about distance learning programs, questions about off-campus programs, and a list of exhibits which should be available for a visit. Dr. Reffel will discuss these items more in-depth at the COE retreat.

Dean Gunter announced that the next orientation would be on Friday. He also announced that summer school had begun yesterday and that everything was running smoothly.

There being no further business, the meeting was adjourned at 9:55 a.m.

Respectfully submitted,
Donnie J. McGahee