

MINUTES OF THE MEETING
COLLEGE OF EDUCATION
EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, August 20, 2009, at 8:30 a.m. in Room 235 of the Education Center with Dean Gunter presiding. Members present were: Lee, Gerber, Roberts, Reffel, Martinez, Leech, Myers-Jennings, Minor, Griffin, Bauer, Stanley, Corbin, Gladwin, Pearce, Powell and Hilgert.

Approval of Minutes from meeting on August 13, 2009 --- Reffel

Report from Deans' Council Meeting on August 19, 2009 --- Gunter

Dean Gunter reported that President Schloss presented on the overall increase in enrollment. The COE no longer has specific funds that were previously assigned to each college for Faculty Development. However, there will be support for travel for presentations of scholarly work. President Schloss would like the terminology to be changed from "faculty development" to "faculty scholarship." A memo for [Advisory Groups for Special Funding Pools](#) was distributed. Appreciation was expressed to faculty for implementing super sections. There is a goal to have 30 super sections next year. There are 20-22 sections now. There was a discussion on the H1N1 virus and if there would be a waiver for the 20% attendance policy. Department heads are asked to discuss this with their faculty. The policy on MayMester is that students should take no more than 5 hours during MayMester. In a study of students taking more than 5 hours, none of the students had less than a 2.0 GPA for the term. Therefore, there is not evidence that students that take more than 5 hours in MayMester have lower GPAs. [Applications for Reassigned Time](#) were distributed. Department heads are asked to provide approval and make sure that the reassigned course can be covered and how much it will cost. Applications for spring semester will be accepted ASAP. There is no freeze on funding for travel. The priorities for travel are as follows: 1. Travel for scholarship; 2. Travel for recruitment; 3. Travel for administratively required travel / accreditation required travel. Dr. Levy asked for Deans to develop a prioritized list of new faculty lines. Dean Gunter would like to meet with each department head today or tomorrow to develop such a list. He will need the position and a short paragraph of justification. Rudy Jackson from SACS is on campus today. Dean Gunter and Associate Dean Lee read through the SACS Compliance Report. Information in the document was cut and copied from our websites, and there are still some errors on our websites. [An e-mail from Dr. Gravett was](#) distributed regarding Regents' course and test preparation examination.

Criminal Background Check Procedure --- Lee

Dean Gunter distributed a handout about a [New Procedures for Criminal Background Checks](#). The COE Executive Committee approved the procedures. It will be distributed in 2999 and EDUC courses. Students in courses requiring field experience placement will need to have verification of Criminal Background Check prior to going into the schools. Student teachers, beginning fall, 2010 will require another Criminal Background Check that will be provided to their school placement. This will be linked to the Resource for Students / Resources for Faculty page.

Recommendations from Discussion Group on COE Tenure/ Promotion Committee ---Gunter

Dean Gunter met with a group to recommend procedures for the COE Tenure and Promotion Committee. The group was willing to serve as the committee if recommended. The committee would like to develop procedures for the application for tenure and promotion. It was moved and seconded that these individuals serve as the COE Tenure and Promotion Committee: Charles Backes (ACED); Bob Johnston (CSD); Jerry Siegrist (CLT); Patti Campbell (ECSE); George Langford (KSPE); Nanci Scheetz (MSRD); John Hummell (PSYC). The motion passed. The committee will be reviewing Personnel Actions to make recommendations to the Dean.

Update on Academic Building planning and room 255 --- Gunter

Dean Gunter reported that the new addition to our building will have a footprint of 5,500 square feet. The square footage of the building will be 11,000 square feet as it will be 2 stories tall. The architects met with the building committee last week and will be making recommendations. Dr. Lee teaches SPEC 3000 in 255 on Monday and Wednesday afternoons with 161 students.

Curriculum Change --- Griffin

Dr. Griffin proposed a Request for a New Course for KSPE 3200. The motion was seconded by Bauer and carried.

PAAR update --- Reffel

J Reffel reported that there will be a PAAR webinar on September 22nd for program coordinators and department heads from 1:00-3:00 p.m. Notification will be sent to program coordinators with a location.

5999 --- Reffel

J. Reffel reported there is a section of 5999 for admitting graduate students. LiveText orientations will be held on September 19th and September 22nd. Dr. Leech also has his own section of 2999 for Leaders. Stanley recommended that one of the sessions be videotaped and placed on the web so that the orientations in the future and for GOML could be virtual.

LiveText Orientation Dates --- Reffel

J. Reffel reported that LiveText orientations for 2999 will be held on the following Tuesdays at 4:00 p.m.: September 1, 8, 15; and Fridays at 10:30 and 1:30 on August 28, September 4 and 18. 2999 instructors have been notified and students are beginning to register.

Preferred dates for monthly data meetings --- Reffel

J. Reffel opened a discussion about monthly program coordinator data meetings. The decision was to keep the monthly data meetings on the last Thursday of the month in a computer lab. No other Executive Committee business will be on that day. IT will be asked to come to either the 2nd or 3rd Thursday. Notification will be made to program coordinators of next week's time and place.

Faculty Assistance with Equipment Care --- Gunter

Dean Gunter requested that faculty take care of the equipment in the College of Education (such as turning off projectors, rearranging classrooms to their original arrangements).

Admission to Teacher Ed page --- Roberts

Ms. Roberts distributed a copy of what the Teacher Education admission page currently looks like in BANNER. The Admission to Teacher Education Page has been redone. Missing requirements are in red now. If a requirement has been exempted, the reason for the exemption will be listed. If changes are needed, please notify Ms. Roberts.

Supersections for Spring Semester and Next Year --- Gunter

Dean Gunter asked if there are ideas for supersections for next spring / year to let him know.

Membership for COE Committees --- Reffel/Gunter

J. Reffel distributed [2008-2009 COE Committee assignments](#). Dean Gunter asked Department heads to review current committee assignments and recommend new members to replace those who are not here anymore. Dean Gunter will appoint chairpersons to each committee. It is proposed that members of the Executive Committee chair committees.

Proposed revision for COE Policies Committees --- Gunter

Dean Gunter would like to propose that he be removed from the appeal process, rather the decision of the committee be the final decision of the college of Education. The committee, once convened will address this.

Further discussion of USG COE Deans' updates --- Gunter

Dean Gunter reported that Georgia is preparing a proposal for "Race to the Top" that will be focused on closing the achievement gap and ensuring that all students meet high standards.

Announcements

Observation Instrument Training for new faculty – Monday, August 24 from 2:00-4:00 p.m.

["This Nation Will Endure" exhibit](#) will open on August 24th with a reception from 7-8:30

Next Meeting of the COE Executive Committee / Data - Thursday August 27 at 8:30

Scholastic Book Fair (September 8-14)

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

Respectfully submitted,

Julia M. Reffel