

MINUTES OF THE MEETING
COLLEGE OF EDUCATION
EXECUTIVE COMMITTEE

The College of Education Executive Committee met on Thursday, April 15, 2010, at 8:30 a.m. in Room 235 of the Education Center with Gerber presiding. Members present were: Gerber, Roberts, Reffel, Martinez, Seigrist (for Leech), Myers-Jennings, Minor, Griffin, Stanley, Bauer, Pearce, Gladwin, Corbin and Hilgert. Guests S. Sanders, B. Browne, A. Devane, S. Dasinger, I. Powell, and A. Powell

Minutes from Meeting on April 8 --- Reffel

A motion to approve the minutes of April 8 was made by Minor and seconded by Griffin; with no discussion, changes or amendments, the minutes were approved.

IT Report – Browne, Sanders, Barton, DeVane

Mr. Devane reported that the order was received to upgrade four classrooms (EC 2147, EC 2160, EC 2156, SLP 104, EC 2135) as Smart classrooms in the College of Education. The conference room will be upgraded mid summer. EC 2142 will be receiving new computers and will be upgraded by fall. EC 1040 will be receiving trickle computers from Nevins Hall. EC 2112 will be rearranged by fall. Mr. Sanders reported that between March 25 and April 15, 96 calls were completed by IT. Dr. Minor asked about hanging the Smart Board in EC 2140 and was directed to call Plant Ops directly. Mr. Barton reported that the migration from Novel to Active Directory is in the process for administrative units. Academic units will move to Active Director after that. Down time is 5 minutes-1 hour / machine depending on files and speed. In May, we will be leaving Blaze Net due to the expense. Training will be provided for faculty, staff and students before the end of the term. Dr. Browne reported on the last meeting of the semester for the COE Technology Committee. E-survey Pro will be available for faculty and students to use for surveys. SPSS has been purchased by PSW, it was recommended that the Faculty Senate Technology committee review packages that the campus could adopt. IT will be using cards that leave information that they have been working on a computer.

Committee Updates – Reffel

J. Reffel reported that some of the committees have not had regular attendance by faculty meetings. She will be meeting with each committee chair to make sure their minutes are posted in LiveText and check on faculty participation to report back to Department Heads

EDUC Course 2110, 2120, 2130-- Reffel

J. Reffel discussed the meeting of the EDUC 2110, 2120, 2130 task force. Based upon the recommendation of the Ed PSYC faculty and approved by the P&C department the following sentence was added to the EDUC 2130 course description: “Successful completion of 10 hours of field experience is required for this course. “Students must complete a criminal background check and obtain liability insurance prior to the beginning of the field experience. This change was approved by the COE Executive Committee at its last meeting. J. Reffel proposed that that sentence be added to all EDUC courses for consistency and that the Request for Revised courses be submitted together by May 3. She will complete the following documentation: Request for

[Revised Course \(EDUC 2120\)](#) and Request for [Revised Course \(EDUC 2110\)](#) and include it with the previously approved Request for [Revised Course \(EDUC 2130\)](#).

Date for Data Retreat – Gerber

June 24 is the date for the Annual COE Data Retreat at the Quail Branch Lodge, beginning on the afternoon of June 23 continuing through June 24. Details will be forthcoming.

SPEC 3000 – Minor

Dr. Minor reported that SPEC 3000 will be a super section fall and spring. This summer, there is an online course offered. Dr. Minor was asking that department heads let her know when would be a good time for SPEC 3000.

Advising Evaluations -- Roberts

Ms. Roberts discussed the advising evaluation process conducted through LiveText.

With no further business, the meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Julia M. Reffel