

**Dewar College of Education  
Executive Committee Minutes  
April 29, 2010**

**Members in Attendance**

Julia Lee (presiding), Blake Pearce, Lynn Corbin, Maggie Roberts, Mike Griffin, Brian Gerber, Don Leech, Rey Martinez, Lynn Minor, Sheryl Dasinger, Aaron Powell, Corine Myers-Jennings, Bob Bauer, Ransom Gladwin, Barbara Stanley, and Larry Hilgert (faculty representative). Guests were: Ike Barton, Gary Kuhlmann, Mark Vernon, Sterlin Sanders, and Blaine Browne.

**Approval of Minutes of 4/15/10 Meeting**

The minutes from the 4/15/10 meeting of the Executive Committee were approved as corrected. Previously approved COE Executive Committee minutes are archived at: <http://www.valdosta.edu/coe/minutes>

**Technology Report** -Active Directory migration and e-mail conversion process

Ike Barton discussed a new virtual network infrastructure for Active Directory to be completed during Maymester that allows each faculty member to access his/her desktop *My Documents* folder anywhere on the VSU campus. Information will be processed from a common entry point and should result in rapid problem resolution for faculty members connected to the central processing servers. The actual conversion should begin on May 10 for the Dewar College of Education with an anticipated completion date of May 21. Conversion for the College of the Arts should begin June 3, the College of Nursing – June 7, and Arts and Sciences - June 14. The entire campus will be connected to these common servers before fall semester. Completion of the desktop conversion process necessitates a visit to each faculty member. Since individual desktops will not be shared, Ike suggested that particularly large files be moved to the desktop rather than the *My Documents* folder. The larger the *My Documents* area, the more time required for the conversion of individual desktops. While no data loss is anticipated, faculty will temporarily be unable to use their machines during the conversion.

A new 15-minute lockdown procedure will activate a screensaver and render keyboard access unavailable when a person is away from an individual computer. This procedure will lockdown each machine should a user need to be away from an individual computer and will control access to personalized identifiable information (PII) as may be available on many individual machines. When possible, PII should be removed from machines to further address the issue of privacy.

Dr. Bauer asked that individuals traveling to the Czech Republic during the conversion process be placed at the beginning of the conversion schedule prior to their departure. Early conversion for these individuals should be possible since the process will be completed early for other faculty members who will be away during May.

On May 28, Blazenet (VSU e-mail) will be replaced by a new system that has a much greater amount of mail space. Student e-mail accounts will not expire even after the student completes his/her VSU program. Email conversion will likewise take place for faculty who do not use *Outlook*. Dr. Browne reported that he has been working on moving e-mail files and that Sterlin Sanders now has a protocol for individuals who use Eudora or Thunderbird. Dr. Martinez met briefly with Ike Barton following the Technology Report to address specific issues related to ACED computer labs and then returned to the Executive Committee meeting.

The first information session concerning the e-mail conversion process is scheduled for Friday, at 1:00 p.m. in Room 3270 of Odum Library. A second session will be scheduled soon after this initial information session.

### **Old Business**

Perspectives Courses (PERS) Committee - A representative from the College of Education is needed for the PERS Committee. Larry Hilgert volunteered to serve on that committee. James LaPlant chairs this new committee which will review PERS courses.

Courses for the International Minor - Dr. Lee shared a list of courses being considered for a minor in international studies. According to Dr. Myers-Jennings, CSD 4140 (Cultural and Dialectical Issues) from the Speech Language Pathology Department should not be included. According to Dr. Gladwin, ESOL 4020 (Language and Culture) should be included on the list.

Tenure and Promotion Documents - Dr. Lee asked the Executive Committee to consider meeting next Thursday to discuss and provide a rough summary of common ideas forwarded from individual faculty to department heads regarding the new tenure and promotion process. After lengthy discussion, Dr. Lee indicated she will e-mail Executive Committee members to confirm this meeting.

### **Deans' Council Meeting**

Program Review Teams - Dr. Lee asked the COE Executive Committee for two volunteers to review reports filed by the College of the Arts. One reviewer is needed for the BFA Interior Design, BFA/BA Art, and BFA Art Education programs. Another individual will review reports for the BM Music Education, BA Music, and BM Music Performance programs. Review team memos will be due June 1 since the departmental responses are due June 15. Dr. Martinez volunteered to be a reviewer for the Art program. Dean Lee said she would check to make sure administrators could serve. Dr. Lee asked department heads to provide nominations by the beginning of next week.

Academic Integrity - Dr. Lee distributed a draft copy of the Academic Integrity document to all COE Executive Committee members and requested comments on the document by Monday, May 3. A copy should be available via link to the official COE Executive Committee Minutes.

Withdrawal Policy –The committee discussed issues regarding the limited withdrawal policy that becomes effective this fall (2010) semester (undergraduate courses only). Members were asked to remind their faculty members of the differences between “dropping” and “withdrawing” from classes. Those differences were discussed.

### **Georgia Power Nominations**

Dr. Lee reported that the May 15 deadline is rapidly approaching for nominations for the Georgia Power awards to first-year teachers. Establishment of nominees for this award is difficult due to delays in the awarding of contracts for next year. A question regarding the eligibility of teachers who graduated in December 2009 and who have employment that began during the current semester (therefore, they will not have completed a full year of employment). Most contracts for next year have not yet been offered, so it is difficult to nominate the number of students requested.

### **USG Teacher Preparation Report**

Dr. Lee reported that the 2010 USG Teacher Preparation Report (i.e., Part C of the NCATE Report and the Teacher Preparation: 20,000 by 2020 Report) is due Saturday. Of importance will be the consideration of how recent force reduction policies affect teacher demand. This report will support the continued need for teachers and include various aspects of Georgia On My Line (GOML), the Valdosta Early College Academy (VECA), and professional development activities featuring Sarita Brown.

### **Educator Preparation Academic Advisory Committee (EPAAC) Updates**

NCATE/GA PSC Visits - Drs. Gerber and Lee discussed the various meetings that took place during the EPAAC visit. Dr. James Cibulka, president of NCATE, presented information about changes in the NCATE review process. Units must choose one of the following options for their review: Continuous Improvement (Option 1) or Transformation Initiate (Option 2). Dr. Lee anticipates that the 2013 NCATE/PSC visits will be a major topic at the COE Executive Committee retreat.

Certificate Upgrades – Another draft of the certificate upgrades proposal was presented at EPAAC by GaPSC. This draft includes two options: advanced in-field degree (e.g., early childhood, physics, mathematics), or adding a new field. Based on this draft, curriculum/instruction and instructional technology will become new certification fields and will require passing the new GACE assessment in those fields. Eligibility for approval of degrees was also included in the draft.

Field Experiences in EDUC Area F Courses - Currently, three courses are required in all USG teacher preparation programs across institutions. Each of these courses has a 10 hour field experience requirement. Some institutions would like to have greater flexibility in how these hours are distributed. EPAAC members recommended that individual institutions determine allocation of field experience hours (e.g., 20 hours may be assigned to one course and 10 hours

to another, or 30 hours to an individual course). EPAAC determined that the distribution of field experience across courses could be managed at the institutional level.

Other field experience matters were discussed concerning the “careers and education pathway.” The assessment process for students within this “careers and education pathway” teacher education high school-based field experience were also discussed. Portfolios, a common and completed pathway curriculum (of high school teaching), and a state test were discussed as part of the endorsement of these “careers and education pathway” certificates. Field experiences for the “careers and education pathway” certificate programs should have a common memorandum of understanding. Currently a common articulation of the MOU has not been clearly established and may require action at the Board of Regents level to formalize a common language.

Georgia On My Line (GOML) Tuition Recommendations - EPAAC recommended a 10% tuition increase to \$385 per credit hour for GOML franchise courses (\$100 institution fee not included). While face-to-face course tuition has increased over the past two years, GOML franchise e-tuition has not increased since its inception in 2008.

#### **Finalization of Dates for Data Retreat**

Dr. Gerber announced that the data retreat will be Wednesday afternoon, June 23, and all day Thursday, June 24 at the Quail Branch Lodge south of Lake Park, Georgia. The retreat will begin at noon on the June 23, and be completed by 5 PM on June 24. This meeting across two days will allow program coordinators to be present and still maintain their summer instructional schedules. Based on last year's meetings at Quail Branch Lodge, the current arrangements appear to work best for everyone.

#### **Title II Report**

According to Dr. Lee, the Title II report is due May 28. A webinar is scheduled to assist in completion of this report.

#### **Announcements**

- Graduate Research Symposium is scheduled for Friday from 4:00 p.m. to 6:00 p.m.
- Graduation ceremony for graduate students is scheduled for May 7 at 6:00 p.m.
- Undergraduate graduation ceremony will be Saturday, May 8 at 10 a.m.
- Faculty marshals for the undergraduate ceremony include Blaine Browne, Larry Wiley, Steve Kohn, Julie Reffel, and Shirley Andrews. Two individuals are needed to serve as marshals for the graduate ceremony.

Respectfully submitted,  
Larry Hilgert