**Dewar COEHS Advisory Council Meeting Documentation Form**

All COEHS Advisory Councils are required to maintain appropriate meeting documentation. This form must be completed by all COEHS Advisory Councils following every meeting, including those held online or virtually. It is the responsibility of the Advisory Council Chairs and/or associated Department Head to ensure that the Meeting Documentation Form is completed and filed in a timely manner. The completed form should be submitted and filed online according to approved COEHS policies and procedures.

**Advisory Committee Name:** \_ MSRD Online Graduate Program Advisory Board Branch

**Associated Department:** Middle, Secondary, Reading and Deaf Education (MRSD)

**Associated Program(s):** MGMS,EDET EDAT

**Chairperson/Responsible Contact**: James Martinez

**Purpose of the Meeting** Discuss progress of GOML programs

(NOTE: Please include the meeting agenda and supporting documents upon submitting this report.)

**Date:** March 11, 2015 **Time:** 5-6 Pm **Location:** COEHS Building Dean’s Conference Room

**Attendees/Organizations Represented (indicate all guests, proxies, and their affiliations):**

**MRSD:** James Martinez, Julia McKissack, Ellice Martin, Regina Suriel, Dawn Lambeth (via BlueJeans connection)

**Department of Curriculum, Leadership, and Technology:** Richard Schmertzing

**Curriculum and Instruction:**

**Lowndes County Schools:** Rodney Green, Assistant Superintendent

**Valdosta County Schools:** Scarlet Brown, Assistant Superintendent

**Meeting Objectives:**

Report on online programs and instruction, review current mission and future directions of online programs and gather information on the community needs that can be incorporated in the programs.

**Data/Information Discussed:**

-Ms. Julia McKissack led discussion on GOML admission and enrollment data.

-Enrollment down but 2013 was the highest enrollment for the entire school.

-A major issue discussed was that master’s level students are required to pay a $35.00 registration fee. Once they pay the fee, and they are not enrolled for courses. Reason cited was the state provided family/financial issues.

-Perhaps tracking the students to find out where they have or why they have not registered to complete the program.

-Dr. E. Martin discussed the aims and goals of the EDAT program. She also explained the GACE requirements for teacher leaders.

-How are the programs impacting students’ learning?

-How are the programs preparing teachers and teacher leaders? We need evidence of their success.

-Dr. E. Martin suggested-EDS-create a go-to-people once they leave the program.

Mr. Rodney Green was very pleased to have VSU involved with his schools. He was very content to see VSU professors in schools.

**Specific Partner Input and Recommendations for Program Improvement:**

-Lowndes County and Valdosta County schools are looking for 6-12 certified teachers because middle schools are offering high school courses. They prefer that teachers become 6-12 GACE endorsed.

- Development of a survey could provide what aspects work for the students from the program.

- Valdosta City Schools and Lowndes County Schools do not have a way to track their teachers in the leadership program. They would like a list of students involved in our programs, teacher leadership in particular.

- They track over 1,100 employees. Lowndes and Valdosta schools make use of RESA’s tracking whose functions includes to collect data on teachers completing advanced degrees but for budgeting purposes.

This list can help better understand teacher capacity. In addition, they would like to use these teacher leaders as Possible use them as role models. Thus, such list would be helpful.

**Other Meeting Outcomes:**

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**Means by Which Partner Input was Solicited** (Check as many as apply)**:**

\_\_\_\_Discussion \_\_\_\_Questionnaire \_\_\_\_Survey \_\_X\_Email \_\_\_\_Other (Please specify below)

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**What specific actions will be taken as a result of the meeting and input of the advisory partners?**

A list of students participating in our Online programs will be provided to both Lowndes and Valdosta County School Districts.

Completed by (include title/position): Regina L. Suriel