

## ACED Faculty & Staff Minutes

### Department of Adult and Career Education

#### *“Positively Impacting Learning Through Evidence-Based Practices”*

**Date:** April 14, 2010

**Location:** Room 2050- Dean’s Conference Room

**Time:** 9:45 am

**Faculty Present:** Dr. Martinez, Dr. Polkinghorne, Dr. Mat Som, Dr. Thomerson, Dr. Willis, Dr. Ellis, Dr. Seiler, Dr. Ott, Dr. Hudson, Dr. Prater, Mrs. Pickles, Dr. Whisler, Ms. Lesane, Julie Rich

**Faculty Absent:** Dr. McClung and Dr. Backes

#### **I. Call to Order/Welcome**

The meeting was brought to order by Dr. Martinez at 9:45 a.m. After welcoming faculty and staff a “You Tube” video about the characteristics of today’s college students was shown as a thought provoking piece.

#### **II. Announcements**

- a. SACS Review-** Great review overall, especially in our department for the past two years. Dr. Polkinghorne raised concerns about the future of the department and possible changes that may need to be made. Dr. Thomerson agreed that these concerns should to be considered more closely. Dr. Willis suggested that faculty members get ideas on paper and discuss at the Fall 2010 retreat.
- b. Provost/VPAA Search-** Faculty members were encouraged to attend the meetings set for the two candidates being considered for the Provost/VPAA position who would visit the campus.
- c. Feedback to COE Promotion & Tenure Committee-** An e-mail was sent asking faculty members to please respond as soon as possible. Dr. Martinez will then submit all comments to the COE Executive Committee.
- d. Faculty Evaluation Appointments-** Dr. Martinez announced that tenured faculty members will have the option to arrange for personal appointments to discuss their performance evaluations. Those faculty members who are on a tenure-track line will need to make appointments soon.
- e. Review of Doctoral Applications-** Dr. Mat Som reported that there are three completed applications at this point and seven potential applications for Fall.

- f. **Advisory Committee Meeting-** A meeting is planned for early May (possibly June) Dr. Martinez reminded faculty members that any program wishing to propose changes to degree programs and/or courses in the Fall of 2010 should prepare proposals to present to the Advisory Committee during this meeting.
- g. **STIEC-** Dr. Ott reported that the STIEC Conference has been postponed. This decision was made based on limited travel funding and a lack of participation.
- h. **Fall Research Release Time for ACED Faculty-** Dr. Martinez announced that Dr. Polkinghorne, Dr. Ott, and Dr. Mat Som have been awarded a course release to conduct research in the Fall 2010 semester. Decisions regarding which courses will be released will be made over the summer.
- i. **Rm. 2142 Renovation Update-** The room will be reoriented so the desks will face the hallway, a smart board is planned to be installed, and current computers will be replaced with new ones. Room 2112 will also be rearranged over the summer as well based on faculty recommendations.
- j. **Book Orders-** Ms. Lesane reminded faculty that book orders for Fall semester are due and some have not been submitted.
- k. **Student Advising Folders-** Ms. Lesane requested all faculty members to give her inactive advisee folders (those who aren't graduating) so she can update the student database.
- l. **Current list of periodicals-** Dr. Willis announced that she will send all faculty members an excel spreadsheet for review (update by April 26<sup>th</sup>) and also a spreadsheet for book orders as well. She reminded the faculty that we need to expend our department library allocation of funds or stand the risk of losing this funding.
- m. **Defending Dissertation-** Bob North will be defending his doctoral dissertation study on Wednesday April, 21<sup>st</sup> and 9:30 am in the Dean's Conference room. All faculty are invited to attend.

### III. **Consideration of February 3, 2010 Faculty Meeting Minutes**

After a short review of the minutes, changes were noted. A motion was made by Dr. Prater to accept the minutes with changes; the motion was seconded by Dr. Willis and unanimously accepted. Minutes will be filed and uploaded to the department website.

- IV. **TT&I Bachelor's Degree Modification Proposal-** Dr. Ott presented a proposal to change the name of the Technical, Trade and Industrial Education (TT&I) major to Workforce Education and Development (WED) with the options Secondary Career-Technical Education (CTE,) currently known as the Secondary Option, and Workforce Training and Development (WTD), currently known as Postsecondary Option. Dr. Polkinghorne brought up concerns on how the name change might affect the Business

Education degree program. Concerns from both programs were discussed, and it was decided that further conversation would be appropriate and that a committee would need to be selected to address the issue. Dr. Thomerson made a motion to accept the proposed major and option name changes. Dr. Hudson seconded the motion. The motion was passed by majority vote. Dr. Thomerson made a second motion to form a committee to discuss the different options of WED. Dr. Willis seconded the motion and the motion passed unanimously. The new committee will consist of Dr. Martinez (chair), Dr. Ott, Dr. Polkinghorne, Dr. Willis, Dr. Mat Som, Dr. Whisler, Dr. Backes, and Dr. Hudson.

- V. **OAT-OBC Program Update-** Dr. Whisler reported that upon receiving BOR approval the marketing/advertising program will begin. She also commented that there are already nine students in the pipeline to enter the program and four students have begun taking classes in anticipation of the program's launch in the Fall or Spring Semester.
- VI. **ACED Masters Restructure-** Dr. Martinez led a discussion that focused on the need to add an additional course to the "Area of Concentration" to bring the total number of credits to 18 to meet SACS requirements for postsecondary technical instructors. The department may reduce ACED core by one class in order to add one to the area of concentration. This topic will be discussed at the upcoming Advisory Committee meeting.
- VII. **Doctoral Admission Change Update-** Dr. Mat Som reported that there is consideration to modify the doctoral admission requirements regarding the acceptance of the MAT exam as an alternative to the GRE exam. More information will be forthcoming.
- VIII. **ACED Promotional Display Board-** Dr. Martinez asked that anyone with suggestions for display board to please email Ms. Lesane. Also, we will be adding new pictures.
- IX. **Gulf South Conference Final Report-** Overall, the conference was a success with a little over 140 in attendance. The feedback from the evaluation forms was very positive.
- X. **Adjournment:** With no further business the meeting was adjourned at 11:30 am

Respectfully submitted,

Julie Rich

Graduate Assistant