

ACED Faculty & Staff Minutes
Department of Adult and Career Education
“Positively Impacting Learning Through Evidenced-Based Practices”

Date: November 10, 2009

Location: Room 2050 - Dean's Conference Room

Time: 3:35 pm

Faculty present: Dr. Martinez, Dr. Polkinghorne, Dr. Mat Som, Dr. Backes, Dr. Thomerson, Dr. Willis, Dr. Ellis, Dr. Seiler, Dr. Ott, Dr. Hudson, Dr. McClung, Dr. Prater, Mrs. Pickles, Ms. Lesane, Ms Moser, and Ms. Jacob. Special guest: Dr. Julie Lee
Faculty absent: Dr. Whisler

I. Call to Order / Welcome

The meeting was brought to order by Dr. Martinez at 3:35 p.m. welcoming faculty and staff.

II. Announcements

1). **Introduction of Graduate Assistants for OAT Completion Program:** Ms. Cassie Jacobs and Ms. Jill Moser have been hired to work with BE/OAT faculty on the new OAT Completion Program project.

2) **Recognition & Presentations:**

- Dr. Ellis was recognized and presented a certificate as being one of the Finalists for the *University Council for Workforce* and Human Resource Education for having the “Outstanding Dissertation”. Dr. Julie Lee as her advisor was also recognized.
- Dr. Prater was recognized and presented a certificate as being a Finalist for “Outstanding Assistant Professor” award the *University Council for Workforce* and Human Resource Education for having “Outstanding Dissertation”.
- Dr. Prater – recognized for five years of service; certificate and lapel pin received
- Dr. Backes – recognized for 15 years of service
- Dr. Thomerson – recognized for 20 years of service
- Dr. Willis – recognized for 20 years of service
- New departmental calendars passed out to faculty & staff

III. Consideration of October 6, 2009 Minutes – Dr. Martinez

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

IV. End of Semester Celebration

Dr. Ott will host the end of semester celebration at his home. Dates considered: Sunday, Dec 6th, or Monday, Dec 7th. Dr. Backes offered to bring a main dish and Dr. Ellis will coordinate the food by sending out an email to everyone.

V. STIEC

VSU will be hosting the Southeast Trade & Industrial Educator Conference next year. Dr. Ott is coordinating the event which is slated for May 26-28, 2009 at St. Simons Island Inn. He's currently working on getting out information to everyone and hopes to have information on the web by next week and emails sent out as well.

VI. Online OAT Project Update – Dr. Willis

- Still working on determining the curriculum which is pretty well worked out
- Developing descriptions for new courses
- Working on spelling out admissions requirements
- Considering awarding credit for years of service as well as professional licensure
- Still working on ideas for advertisement
- Still aiming for start date of Fall 2010
- Grad assistants are researching similar completion programs to compare with VSU: online classes as well as face-to-face classes
- OATs major now has a list serve available
- Current numbers for the OAT degree program is 142 majors

VII. Graduate Program Update – Dr. Mat Som

1. Dr. Hull has proposed that all doctoral dissertations be put in electronic format and will be housed in the library for public access. For dissertation to be accessed outside the university, students must give permission.
2. COE is working on a new formula to evaluate and review applications for doctoral students. This is a university-wide effort, which started with Dr. Levy's proposal that the university have a standardized admissions process. Dr. Mat Som has drafted a formula and will forward to Dr. McClung for review since he will represent the ACED department in the preliminary discussions. Dr. Mat Som's formula is based on the existing GRE formula but he noted that the Graduate school is moving away from GRE as the only criteria to determine whether a student should be admitted or not.
3. Search is still ongoing for permanent Dean, Graduate School.

VIII. BE Redesign Update- Drs. Prater & Ellis

- Allotted time after each OATs meetings is left open to work on the redesign for the BE degree program
- Dr. Ellis has been working with Dr. Polkinghorne to handle the projects. They have been reviewing two areas:
 1. Prepare students to do well on GACE II in Business Ed.
 2. Prepare students to teach in any of the eight pathways, which have been put in place in the George high school curriculum this year.
- "Certification Only" BE program was voted on to temporarily suspend the until the modifications for the traditional teacher education program is complete.
- Deadline for redesign is slated for February 2010.

IX. COE Promotion & Tenure Committee Update – Dr. Backes

- The committee has moved on from the teaching and advising but is still keeping it a major focus even though they have lost some of their indicators
- Committee has moved to scholarly activity which is easier to work with. Currently working on transition from assistant professor to associate, associate professor to professor and tenure as it falls in any of the different areas. Nothing has been finalized but committee is trying to make clear how many publications, as a minimum, are necessary and how many should be refereed and what type they should be. Committee has agreed that state and regional levels conferences are important.

X. Faculty Senate Update – Dr. Mat Som

There will be a new hiring process for VSU faculty. Three different models are being considered:

- **Strategic Focus** - future justification for hiring a new faculty -- a line will be given to hire
- **Mid-year authorization** – means that money is left to be spent so possibility that faculty could be hired
- **Criteria based on each semester enrollment** – model not highly recommended but is used at other universities.

XI. Other Committee Updates – ACED Faculty

No other business noted

XII. Other Business:

- Money will be available for summer schedule
- Spring 2010 schedule:
 - May be able to add another section of ACED 2050
 - No possibility of hiring a new full-time faculty at this time
- Department is in the process of preparing summer and fall 2010 course schedules

XIII. Adjournment: Meeting adjourned at 5:00pm

Respectfully submitted,

Pamela Lesane

Sr. Secretary