

College of Education Executive Committee
Meeting Minutes
April 19, 2012

Present: Bob Bauer, Shirley Andrews, Blake Pearce, Ransom Gladwin, Lynn Corbin, Julie Lee, Mike Griffin, Lynn Minor, Jamie Byrd, Rey Martinez, Corinne Myers-Jennings, Meg Moore, Don Leech, Karla Hull, Scott Grubbs, Sterlin Sanders, Mark Whatley, Deborah Briihl, Barbara Stanley, Mimi McGahee

The meeting was called to order by Dr. Hull at 8:30 AM.

Minutes from March meeting were reviewed and approved with the following changes:

- Lynn Minor, Don Leech, and Scott Grubbs were not present at the March meeting, so their names should be removed from the attendance list.
- Correct "out side" to "outside"

A. Sterlin Sanders (Information Technology) reported that 144 service calls were completed from March 22-April19; iMac desktops are in place on the first floor of the COE Building, and Brian has completed his survey of rooms in the COE and will initiate upgrades and renovations at the end of spring semester. Dr. Meyers-Jennings noted that the CSD building needs the copier with new identification needs installation. Dr. Bauer noted that some of the Xpanels in Psychology Building classrooms are not working. Sterlin indicated he would follow up on both issues.

B. Psychology & Counseling Curriculum Change Proposals:

Motion was made to approve; seconded. Dr. Bauer mentioned that the first proposal would bring existing undergraduate psychology course numbering in line with USG policy which stipulate consistency in course numbers for undergraduate courses. These changes will change Introductory Psychology to PSYC 1101 and Developmental Psychology to 2103. Dr. Lee noted this will require substantive catalog updates for prerequisite notations and Area E listings. Dr. Hull noted that course change forms will be required for all catalog changes.

Dr. Briihl discussed the second curricular changes which consist of two parts: (1) Under the proposed changes, a 2.50 GPA will be required for psychology majors and students in the major will be required to maintain the 2.50 requirement. Psychology majors with deficient GPA's will have two semesters to increase their GPA to the 2.50 requirement. If a student is unable to do so within that timeframe, he/she will be required to change majors. (2) Students will only be able to make two attempts to successfully complete a course. These changes will manage extreme cases of course repetition and encourage successful completion of course. Dr. Hull noted that the statement "Students entering the University may declare a major in psychology upon completion of 30 hours" does not accurately reflect the processes. Suggested modified text: "to be officially admitted to the psychology program", and suggested using PSYCX coding for entering freshmen who declare psychology as their academic major.

The proposals were approved with changes noted and a modified effective date of Fall 2013.

C. Orientation Dates and Planning

Dr. Hull distributed the Orientation Memo and Orientation Calendar to all attendees and noted that the calendar will be distributed to all families attending orientation. Noted that a “letting go” session is planned for parents, asked if the COE wished to do an informal reception for families on Saturday afternoon. It was determined that refreshments would be provided in the 4-5 window.

M. McGahee noted that they will provide advice to parents on how to support their students in selecting courses, offer information about campus resources (e.g., tutoring, counseling), and will provide tours of COE facilities. Support and help from students, faculty, and administrators will be needed to facilitate these activities during the day. The Advising Center is providing orientation numbers to department heads as they become available. It was noted that department sessions are welcome sessions and each session will incorporate a script, video, and information about the advising center. M. McGahee will load the video and information in each and send copies to the department. Dr. Griffin requested instruction guides for logging into Active Director and a “how to” guide for registration by each status.

D. Student Teaching and Field Experience – Jamie Bird

J. Bird distributed a letter sent to mentor teachers, inviting them to participate in a session to develop a training program for mentor teachers. Thirteen have already indicated they plan to attend. Attendees will be compensated.

Upcoming Events: (1) The Field Committee meets next Monday. The committee includes prior attendees as well as new participants. (2) April 25: Cambridge High School principal is coming to interview with 25 students who will be seeking employment in Fulton County Schools. (3) Career Day: Thursday, April 26 (mandatory for students); (4) Professional Learning Center - to talk about field experience and plans for fall.

Reports that placements for next semester are slightly behind schedule due to changes in one of the school systems. A new principal will be taking on placements, and this change has delayed placements for two weeks. Working with each program on practicum placements for KSPE, MSRD, SPE/ECE.

E. University Assessment IER/IEP

Dr. Hull distributed a draft copy of the Annual Program and Departmental Data Report. Reported the University is formalizing the review/assessment process. Anticipates this will be used effective September 15, 2012. A data warehouse is currently under construction and scheduled to be available for fall. Department heads are encouraged to request updated faculty vitae, and Dr. Hull indicated it will be necessary to evaluate what data are necessary/unnecessary in order to streamline the collection and reporting process. Dr. Minor noted that this constitutes a change in due date from November to September. Dr. Griffin requested a “dummy” version to provide to faculty as a sample.

F. TPAC Update – Dr. Lynn Minor

Pearson's deadline for TPAC document submission was Sunday, April 15. Students were given an initial deadline of April 20, but 10 students did not meet the initial deadline. Dr. Minor reported a few students experienced technical programs which prevented their submission. Pearson is working with three students in MSRD to permit late submission due to these issues. Between 60-70 VSU students participated in the pilot. Student feedback was mixed. TPAC data will be available in the fall, and future use will require payment for the service. Dr. Hull stated that she wished to see the results before committing financially, but indicated that the COE should consider incorporating the TPAC tasks into preparation curricula.

G. Georgia Power New Teacher Grants – Dr. Julie Lee

Dr. Lee advised nominations for the Georgia Power New Teacher Grants are needed, and she plans to forward the application to department heads. Candidates must be in the top 25% of their class to qualify, but it is not mandatory that they have a teaching position now. Julie L. will forward application to department heads. Need to submit three males and three females.

H. Graduation – Dr. Karla Hull

Dr. Hull announced that Dr. Barbara Stanley will be the mace carrier and Dr. Bob Bauer will be the faculty speaker at the graduate commencement Friday evening.

I. Summer Enrollment

Dr. Hull requested that department heads begin looking closely at summer enrollment. Course minimum requirements will be closely monitored. Dr. Hull reported that University applications for undergraduate admission are down by 20%.

J. Tenure and Promotion Meeting

Dr. Hull reported on the meeting held to review the Tenure and Promotion document. Questions and comments centered on the "other" category for scholarship. Dr. Hull indicated there is a revision needed to the COE document, and she plans to bring this before the executive committee for review. Dr. Pearce noted that faculty who attended the tenure and program information sessions offered by Drs. Fuciarelli and Gravett reported that the information provided was valuable.

K. Marketing – Dr. Mike Griffin

Dr. Griffin discussed the need for an individual to coordinate marketing for the COE as a whole. He also discussed the possibility of securing a marketing intern from the College of Business. M. Moore discussed the potential for securing targeted population information to help drive marketing initiatives through the Small Business Development Center at VSU COBA.

L. Other Business

Dr. Meyers-Jennings reported that forms for the Research Symposium were sent to presenter faculty rather than students. This was problematic because information wasn't disseminated to students quickly.

Dr. Leech announced the GaPSC Preparation Committee (combined with Leadership Committee) will meet on 4.20.12 to discuss leadership. It will meet again in May to evaluate teacher preparation and student performance items.

Dr. Gladwin discussed recent seed applications. The awarded primarily went to Arts and Sciences, and they wish to encourage other colleges to submit applications for review. Noted that recipients can receive an external grant, course release, etc. Potential earning: \$5000 one faculty member to \$7500 for two individuals. May include summer money, graduate assistants, mileage for travel, materials, etc.

Dr. Hull announced that two candidates are being considered for the Department of Early Childhood Special Education, several departments hired new faculty, and interviews are being held for the Department of Middle Secondary Reading & Deaf Education next week.

Meg Moore_____

Recorder, Meg Moore

Dean, Karla Hull