

MINUTES

School of Education Meeting

Friday, February 12, 2010

1:00-2:30 PM I-117

Meeting commenced at 1:00 p.m.

In attendance: Dr. Erin Harrel, Dr. Eileen DeLuca, Professor Joyce Rollins, Professor Elaine Schaeffer, Professor Peggy Van Voorhis, Professor William Dwyer, Dr. Christy Duda

- I. Dr. Harrel (eharrel@edison.edu) gave an update on the Collegiate High School and the first open house. The event went well and there was an interested audience asking probing questions. Upcoming open houses: Monday, February 15, Thursday, February 25, Wednesday, March 3. Location: S106/107 Taeni Hall, 6:00-8:00 PM.
- II. Dr. DeLuca (ecdeluca@edison.edu) congratulated present faculty on the completion of the current curriculum revision and General Education Competencies mapping. The curriculum revision involved successful collaborations among full-time and adjunct faculty from Lee, Charlotte and Collier campuses. After changes go through the Curriculum Committee on February 26, approved syllabi will be implemented in all lower division and baccalaureate Education courses for upcoming semesters.
- III. Faculty discussed new textbook adoptions. Faculty members are encouraged to make final decisions by the beginning of March. Dr. Harrel reminded faculty to check with publishers about the most recent editions.
- IV. Dr. DeLuca (ecdeluca@edison.edu) discussed the School of Education "program assessment plan" proposal due on March 19. For each program (Elementary, Secondary Biology, Secondary Mathematics, Lower Division and Early Childhood) a high impact course and one other course will take part in an assessment project in Fall 2010. Full-time faculty members are asked to choose courses and contribute to drafting the proposals. Dr. Dwyer will review Secondary Biology, Professor Rollins and Professor Peggy Van Voorhis will review Elementary Education, Dr. DeLuca will review Secondary Mathematics, Professor Schaeffer and Dr. Christy Duda will review Lower Division and Early Childhood Education. Dr. DeLuca will collect drafts and work with Dr. Harrel to submit final drafts by March 19.
- V. Dr. DeLuca (ecdeluca@edison.edu) discussed faculty credential documentation and reviewed three documents: Faculty Credential Form, Professional Development Form, Recency of Experience forms. All three forms will be e-mailed to School of Education faculty in February. Forms will be collected and filed by Barbara Miley (bimiley@edison.edu).
- VI. Faculty members who hold a valid teaching certificate are encouraged to provide a photocopy to Barbara Miley (bimiley@edison.edu) for the files.
- VII. Dr. DeLuca (ecdeluca@edison.edu) described the ESOL audit and current progress. She created an online ESOL Professional Development course for faculty teaching infused courses. Information regarding the course will be communicated after faculty qualifications are fully reviewed. Tentative schedule: Modules 1&2 in Spring 2010, Modules 3,4,5 in Summer 2010, Modules 6&7 in Fall 2010.
- VIII. Dr. DeLuca (ecdeluca@edison.edu) discussed Live Text. Faculty members who taught in previous semesters are encouraged to make sure all submitted work is graded. Also, Faculty

members who taught in previous semesters are asked to review courses and submit a list of students who appear in each course, but who were not actually enrolled and/or teachers seeking certification. These names need to be removed from the current and previous semesters. Students will be given a deadline of Friday, Feb. 19 to submit all work from previous semesters. After Feb. 19, all missing student work should be graded as "zero." New faculty who need more Live Text guidance can consult with Joyce Rollins (jrollins@edison.edu).

- IX. Dr. Duda (cduda@edison.edu) shared initiative to update the Calendar Tool for field experience. She also shared some ideas for engaging the CoOP teachers including drawings for donated items and SWAG. She also brought up idea of an "end of the year banquet" for CoOP mentors. Present faculty brainstormed ideas including having a picnic/BBQ, inviting teacher candidates, holding the event on a district professional duty day, and acquiring donated food. Contact cduda@edison.edu if you have any concerns about field experience or practicum experiences for students.
- X. Dr. DeLuca (ecdeluca@edison.edu) and Joyce Rollins (jrollins@edison.edu) discussed the graduation audit for current interns and for teacher candidates planning to register for final internship in the fall. Joyce shared concerns about making coursework available in Summer A Summer B. Dr. Harrel suggests that numbers are reviewed and decisions will be made on a case by case basis.
- XI. Joyce Rollins (jrollins@edison.edu) discussed concerns about the Spring 2010 commencement ceremony. Present faculty brainstormed ideas for allowing more family access to the ceremony. Joyce will try to work with the graduation committee and Dr. Harrel will keep the conversation alive with other administrators.

Upcoming Spring 2010 District Faculty Meetings:

Wed., February 24	5:30-7:30 p.m.	J-326 (Curriculum Library, 3 rd floor Rush Library)
Friday, April 9	1:00-2:30 p.m.	I-117
Wed., April 14	5:30-7:30 p.m.	J-326 (Curriculum Library, 3 rd floor Rush Library)

***Adjunct faculty are welcome to attend all department meetings but especially encouraged to attend the evening meetings if available.**

Meeting adjourned at 2:30 p.m.

Minutes submitted by Eileen DeLuca