

MINUTES
School of Education Meeting
October 18, 2010

Meeting commenced at 6:00 PM

In attendance: Dr. Erin Harrel, Professor Mary Scott, Professor Joyce Gelfand, Professor Joyce Rollins, Dr. Tom Michel, Dr. Martin Tawil, Dr. Brian Moore, Professor Elaine Schaeffer, Professor Mary Robertson, Dr. Christy Duda, Professor Ruth Rigby, Dr. Brian Botts, Dr. Genelle Grant, Professor Donnalee Washburn, and Professor Elysha O'Brien.

Exempt: Dr. Regina Miller, Dr. William Dwyer, Professor Lonni Howington, Professor Mary Ellen Schultz, Dr. Carlos Negron, Dr. Otto Santos, Dr. Kathleen Hughes-Desousa, Professor Erik Cioffi, Dr. Ellen Reinig, Professor Anne Snyder, Dr. Tim Kutz, Dr. Marjorie Wilson, Dr. Denise Fitzpatrick.

Absent: Professor Kim Samuels, Professor Christy Kutz, Professor Carla Magnozzi, Dr. Elizabeth Elliott, Professor Esther Pinheiro, Professor Grace Campbell, Professor Gloria Carter, Professor Joyce Heath, Dr. Jim Short, Professor Kim Lonergan, Professor Kim Newhouse, Professor Leslie Roth, Professor Margaret Desjardins, Professor Nate Francis, Professor Steve Bedford, Professor Shelley Greggs, Professor Frank Santoro and Professor Ellen Keegan.

I. Sharing

- a. Professor Rollins welcomed everyone to the meeting.
- b. Professor Rollins asked if anyone had any news to share or challenges to address.
- c. Professor Rollins introduced Professor Gelfand as the co-facilitator for the meeting.

II. Procedures

- a. School of Education Update -- Professor Rollins stated that some changes had recently occurred in the School of Education: Dr. Harrel is now the Dean of the School of Education and Charter Schools and the department is no longer part of Arts and Sciences (we report directly to Dr. Steve Atkins, VP of Academic and Student Affairs).
- b. Administration Changes - Dr. Harrel stated that Dr. James Browder had recently been hired as the Senior Vice President of Operations. Dr. Harrel also stated that Dr. Noreen Thomas had recently chosen to leave Edison.
- c. LiveText Assignment Dates -- Professor Rollins stated that assignment due dates -- instead of defaulting to the end of the term -- will be available in LiveText very soon.
- d. Absences/Late Arrivals -- Professor Rollins stated that we need to keep close tabs on student absences and late arrivals. Attendance Contracts are a must when students miss four hours of class. The form is available on the Groups Page and the School of Education Website. Professor Rollins also stated that late arrivals -- repeated and otherwise -- need to be addressed. We have the responsibility of training our teacher candidates and they need to know that punctuality must be a priority.

III. Spotlight on Simulations

- a. Professors Rollins and Gelfand introduced a simulation activity and divided everyone into two groups.

- b. The groups met separately and then “mingled” using their cultural norms.
- c. Professors Rollins and Gelfand asked everyone to share their thoughts on simulations and how they could benefit their students.

IV. Break-out Sessions by Discipline/Subject Area

- a. Groups were formed according to discipline and subject area for discussion about classes, tips for success, concerns, and sharing of ideas.
- b. Professor Rollins asked if anything else needed to be addressed.

The meeting concluded at 8:00 PM.

Minutes submitted by Barbara Miley

Next evening meeting: November 30th, 6:00 PM – 8:00 PM, A-210 (Curriculum Library, Lee Campus)