

MINUTES
School of Education Meeting
August 22, 2011

Meeting commenced at 1:45 PM

In attendance: Dr. Erin Harrel, Professor Elaine Schaeffer, Professor Mary Robertson, Dr. Martin Tawil, Dr. Regina Miller, Professor Joyce Rollins, Dr. William Dwyer, Dr. Cathleen Doheny, and Barbara Miley.

- I. Dr. Harrel welcomed everyone back and wished them a very successful semester. She asked that everyone continue to perform at high levels and to please remain very positive with students, faculty, staff and administration during the college's time of transition.
- II. Professor Rollins asked for suggestions for a day and time to hold the department faculty meetings. She said they will probably last an hour and a half. After comparing teaching schedules, it was decided that the meetings would take place on a bi-weekly basis on Wednesdays, at 12:00 PM, in the conference room.
- III. Dr. Harrel stated that the Middle Grades Language Arts and Secondary/Middle Grades Math and Science programs were being sent to the State this week for review and approval. She also stated that the department's hard work is noticed not only on a local level, but also at the state level.
- IV. Dr. Harrel stated that as faculty begin to work on their office hours they need to keep in mind that they are to be on campus five days a week.
- V. Dr. Harrel stated that the retreat being hosted by the School of Education will be held on September 2nd from 9:00 AM – 1:00 PM. Professor Robertson stated that Family Math Night will be held on November 9th.
- VI. Dr. Harrel reviewed the highlights of the luncheon the dean recently had with Dr. Gardner.
- VII. Dr. Harrel asked if the department would be interested in hosting an education summit on teacher evaluations and assessment. If so, would we be interested in having it in the spring or next fall.
- VIII. Dr. Tawil asked the faculty to think about articles for the newsletter.

The meeting concluded at 3:00 PM.

Minutes submitted by Barbara Miley

MINUTES
School of Education Meeting
August 22, 2011

Meeting commenced at 6:15 PM

In attendance: Dr. Erin Harrel, Professor Frank Santoro, Professor Joyce Gelfand, Dr. Carlos Negron, Professor Mary Ellen Schultz, Dr. Regina Miller, Professor Mary Robertson, Professor Gloria Carter, Dr. Anne Angstrom, Professor Rose O'Brien, Professor Peggy VanVoorhis, Professor Jacque Ross, Professor Joyce Peek, Professor Joyce Dye, Dr. Mary Harder, Professor Joyce Rollins, Professor Donnalee Washburn, Professor Virna Mandarino, Dr. Christy Duda, Dr. Martin Tawil, Professor Lonni Howington, Professor Mary Scott, Dr. Cathleen Doheny, Dr. Marie Coleman, Professor Lina Patten, Dr. Thomas Michel, Dr. William Dwyer, Dr. Brian Moore, Professor Elaine Schaeffer, Professor Megan Murtaugh, Dr. Genelle Grant, Professor Steve Bedford, and Barbara Miley.

- I. Dr. Harrel welcomed everyone back and wished them a very successful semester.
- II. Professor Rollins introduced the new adjunct faculty.
- III. Dr. Harrel stated that the Middle Grades Language Arts and Secondary/Middle Grades Math and Science programs were being sent to the State this week for review and approval. She also stated that the department's hard work is noticed not only on a local level, but also at the state level.
- IV. Dr. Duda provided an overview of Field Experience.
- V. Dr. Harrel reviewed the impending S.A.C.S reaccreditation process and asked for any questions. She also explained the Quality Enhancement Program (QEP) and the work that is being completed with Dr. John Gardiner.
- VI. Dr. Harrel reviewed the unit plans and goals for the School of Education. She asked everyone to spread the word about our programs so that our enrollment will continue to grow.
- VII. Professor Rollins reminded everyone about the Groups Page and asked that they become members if they have not done so already. She reminded everyone that we must be supportive of our students and honest with them about their grades, attendance, work that is submitted, and ethics. She stated that three hours of a missed upper division class by a student can result in a grade reduction and will require an attendance contract. Excessive tardiness can count toward absences. A new disposition policy and service learning requirement will begin with the fall semester.

- VIII. Professor Schaeffer stated that Circles of Care will take place in October, the Writers' Institute will take place on October 15th, and an early childhood conference will take place on the Collier campus in March..
- IX. Dr. Harrel asked that everyone stay current with their professional development, especially if they are not in a K-12 setting. She reviewed the website for the School of Education and asked that requests for equipment be submitted.
- X. Breakout sessions for SMART Board training began with Professors Bedford, Reinig, and Washburn.

The meeting concluded at 8:30 PM.

Minutes submitted by Barbara Miley