

**MINUTES**  
**School of Education Meetings**  
**January 23, 2012**

Meeting commenced at 9:30 AM

In attendance: Professor Joyce Rollins, Dr. Cathleen Doheny, Dr. Regina Miller, Professor Mary Robertson, Dr. Martin Tawil, Professor Elaine Schaeffer, Dr. Christine Duda, Dr. William Dwyer, Professor Kristin Corkhill, Barbara Miley and Jennifer Tucker.

- I. Professor Rollins opened the meeting with a round table discussion. Professor Mary Robertson gave a clap and thank you to Dr. Christine Duda (field experience) for the hard work of placing 800 students to 3 public schools each in the student's direct areas. Job well done Dr. Duda!

Dr. Tawil mentioned TK 20 is up and running for students and all educators. If for some reason a student is not listed they will be by the end of the week. He also mentioned to all that were in the meeting to please take a few minutes and play with TK20, to not be afraid of it and try to get used to it.

- II. Professor Rollins reminded staff about Service Learning Projects. The email was sent out to all the students reminding them on Friday, January 20, 2012. Students do get to learn from this project, and set goals. If any of them ask for help, put them on a goal that will indeed help them in a path they are headed.

Start thinking about ways of running the meeting to run... without you (professor). Make up a packet as the training for the students and set one up as a leadership role. This way you as a professor do not always have to be there.

- III. Professor Rollins next subject was about the Baccalaureate submission being in by November, 2012. Joyce mentioned how she didn't want to wait until the last minute. She asked the table their input on picking a day between now and March on bring this together. Small discussion ended with Friday, February 17, 2012 9:30-12 (FEAP Meeting).

- IV. Professor Rollins reminded the table about the evening meeting and that she would get back to everyone on the day, although it would be the last week in March.

- V. Professor Rollins said Thank you to Elaine and Mary for the help with the books. There are now funds for food for the evening meetings.
- VI. Professor Rollins then spoke about the 10 minute schedule we were going to come up with today throughout the semester on the other Professors speaking about their profession. The schedule is as follows:  
February 6, 2012- Kristin Corkhill (Duel Enrollment)  
February 20, 2012- Cathleen Doheny (Reading)  
March 12, 2012- Regina Miller (ESOL)  
April 9, 2012- Elaine Schaeffer (Early Childhood)  
April 23, 2012- Christy Duda (Field Experience)
- VII. Smartboard training is needed be Doheny. Professor Dwyer offered to walk her through the questions she had. Mary mentioned all that attend night class should take a small training course on smartboards. All at the table agreed.

The meeting concluded at 10:26 AM

Minutes submitted by Jennifer Tucker