

Faculty and Staff Meeting
School of Education
March 23, 2015
1:00 pm

In attendance: Erin Harrel, Debbie McAuley, Michele Propper, Joyce Rollins, Caroline Seefchak, Rachel Malone, Kristin Corkhill, Regina Miller, Julia Kroeker, Mary Robertson

- I. Dr. Harrel -
 - a. Dr. Harrel will be out on FMLA March 30 – end of June if approved.
- II. Mary Robertson -
 - a. She is on the Technology Committee and reports that they can't upgrade or do maintenance on some of the computers in computer labs because they are too old.
 - b. Some possible ideas – require all students to have their own laptop?
- III. Family Math Night – a huge success with 50 attendees
- IV. Alice Lochmiller funds –
 - a. \$29,000 transferred over, \$9,000 spent on SOE commercials that will run April – June.
 - b. Spend the rest on what the dept. needs
- V. Caroline Seefchak -
 - a. Gen Ed. Rubrics will be updated
- VI. E Learning
 - a. Mary reports that committee says more videos in courses are required.
- VII. Scheduling -
 - a. Michele asked for clarification as to MW and TR scheduling for Fall and in the future.
 - b. Joyce stated that because of limited classrooms, we have been asked to schedule classes on MW if possible. We are adding more blended classes as well so students in the field will have two consecutive days in a classroom to see how lessons piggyback off one another.
- VIII. Field Experience
 - a. Rachel has received 35 applications for placement – 8 have already been placed.
 - b. Student accountability is needed. Maybe a form is needed for them to fill out with requirements outlined with a place on the bottom for professor specific requirements. It was suggested that there be a form with their hours on it that is signed by their mentor that could be spot checked.

Meeting Adjourned

Respectfully Submitted,

Debbie McAuley