



School of Education Department Meeting

Friday, January 12, 2018 – 10:00 a.m.

Present: Dr. Anne Angstrom, Professor Joanne Devine, Kathie DiLascio, David Koehler, Dr. Julia Kroeker, Dr. Larry Miller, Dr. Regina Miller, Elizabeth Perdomo, Dr. Joyce Rollins, Dr. Kelly Roy, Dr. Caroline Seefchak

The minutes of the January 3, 2018 School of Education Department Meeting: Joanne Devine moved to approved the minutes of the January 3, 2018 School of Education Department Meeting. Regina Miller seconded the motion. The motion carried and the minutes of the January 3, 2018 School of Education Department Meeting were approved.

- I. School of Education Form Revision: David Koehler and Joyce Rollins
  - a. Admission Appeal Form: there are currently two Admission Appeal Forms on the SoE website. One will be removed and the form that is found at [www.fsw.edu/academics/programs/bseducation](http://www.fsw.edu/academics/programs/bseducation) will be amended. Joyce Rollins and David Koehler will update for catalog and SoE forms page.
  - b. Create Readmission Form/Policy: Joyce Rollins explained the college readmission policy when a student is inactive for over one year. Currently students need to readmit, and this is causing a problem for two students in programs that have been discontinued. Joyce recommended that students in these situation for our BS Programs be reactivated (keeping original catalog year) as opposed to having to be readmitted. A policy needs to be created for reactivation.
  
- II. Review of SoE Handbook: Joyce Rollins reported the handbook is a work in progress. She reviewed the handbook as it currently stands and asked for feedback. The following areas were addressed:
  - a. ESOL Endorsement: TSOL indicators will be added
  - b. What makes a good educator: this section should be at the beginning of the handbook.
  - c. Lesson Planning: new templates will be inserted.
  - d. Handbook will be sent digitally to all teacher mentors and it will be posted on the SoE website and Canvas.
  
- III. College-wide and State-wide committees: Kelly Roy
  - a. Kelly reported that Maryellen Schultz, who previously taught the diversity course, has been asked to join the diversity workgroup.

- b. Update on EDF 2005: Kelly reported that some schools want to eliminate this course for non-certification programs. A vote has been taken but has not yet been finalized. Discussion about making EDF 2085 and EME 2040 graduation requirement as opposed to admission requirement.
  
- IV. Diversity Conversation: Kathie DiLascio led a discussion about Diversity in Television.
  
- V. Syllabi Showcase: Faculty work on the Syllabi Showcase was led by Anne Angstrom.

The meeting was adjourned at 12:00 p.m.