

School of Education Department Meeting

Wednesday, August 15, 2018

1:21 p.m., U-205

Present: Dr. Anne Angstrom, Kathie DiLascio, David Koehler, Dr. Julia Kroeker, Dr. Larry Miller, Dr. Regina Miller, Laura Osgood, Elizabeth Perdomo, Dr. Kelly Roy, Dr. Caroline Seefchak

Not present: Dr. Joyce Rollins, Professor Joanne Devine

The minutes of the April 11, 2018 School of Education Department Meeting: David Koehler moved to approved the minutes of the April 11, 2018 School of Education Department Meeting. Regina Miller seconded the motion. The motion carried and the minutes of the April 11, 2018 School of Education Department Meeting were approved as distributed.

- I. Faculty Reflections on Professional Development sessions:
 - a. Larry Miller thanked Caroline Seefchak for hosting a Professional Development Session today.
 - b. Anne Angstrom reported on Caroline Seefchak's presentation and suggested that Caroline give this presentation to the faculty and staff of SoE at a future Department Meeting. This will be arranged.
 - c. Kelly Roy reported on the Mental Health and International Education sessions she attended. It was discussed to possibly have a mental health speaker at a future department meeting.
 - d. Regina Miller reported on the Canvas requirement session she attended:
 - i. Syllabi still have to be loaded for online and ground courses.
 - ii. Beginning next fall, Canvas will be used for grading.
 - iii. Canvas will open 24 hours before the semester begins on August 20, 2018. Current syllabi must be posted by that time.

- II. Budget Updates: Larry Miller
 - a. SoE spent 101.5% of our allocation in FY18.
 - b. Rollover requests were approved.
 - c. Faculty should submit travel requests for the FY19:
 - i. For ELED faculty deadline is September 7, 2018.
 - ii. For ECE faculty deadline is September 22, 2018.

- III. Committee on Lab Spending Fees: Larry Miller
 - a. Larry asked for volunteers to explore ways to allocate these funds on things that will directly benefit our students.
 - i. Kelly Roy and Caroline Seefchak volunteered for this committee.
- IV. Proctored Exam information: Larry Miller
 - a. Larry distributed a hand-out and spoke about Proctorio, a proctoring service for online exams.
- V. General Education Assessment: Larry Miller
 - a. Larry distributed a hand-out and spoke about the random selection process to participate.
- VI. Articulation with State College of Florida: Kelly Roy
 - a. Kelly reported this is in process. She explained this is an online pathway for ECE students to obtain a Bachelor's degree. After completion of the degree, students can take subject area tests and potentially teach K-3.
- VII. Trauma Informed Care: Kelly Roy
 - a. Kelly reported this is part of the new AS framework developed at the state level. Kelly will put this on One Drive.
- VIII. General Education Changes: Kelly Roy
 - a. Kelly reported on the new requirement voted in by the state legislature. All new students will be required to take 3.00 credits of a Civics course in order to graduate with AA degree. This will become effective Fall 2019 and will impact only students who have never taken college coursework.
- IX. Effectiveness Plan Training: Laura Osgood
 - a. Reminder that training is on August 17, 2018, 11:00 a.m. – 2:00 p.m.
- X. Organizational Chart/Committee Memberships: Laura Osgood
 - a. Laura handed out the current Organizational Chart and Professional Responsibilities Matrix and asked everyone to mark up their section and return to Laura for update by August 24, 2018.
- XI. Learning Assessment Committee: Julia Kroeker
 - a. Julia reported she met with other faculty in the spring. Diversity course has been redone. She is reaching out to adjuncts to create a new assessment for diversity.
 - b. Anne Angstrom reported she began that process at the SoE Adjunct faculty meeting with Brian Moore, Susie Golubock and Kelly Garrick. Joanne Devine is the lead on that course.
 - c. Julia needs to reach out to adjunct faculty to ask if they are willing to be on that committee.

XII. One Book One College: Larry Miller

- a. Larry is a member of this committee. If you have an interest in this, please see him.
- b. Larry's goal is to select books of authors we can bring to campus.

The next SoE Department Meeting will be on September 14, 2018, 10:00 a.m. – 12:00 noon, Room U-217.

The meeting was adjourned at 2:21 p.m.

/kdl