

Minutes

Department Meeting

Dr. Erin Harrel, Dean

September 9, 2013; 1:00 PM; U-202B (Lee Campus)

	Present	Absent	Excused		Present	Absent	Excused
<u>Administration</u>				<u>Staff</u>			
Dr. Erin Harrel	X			Dr. Christy Duda		X	
				Barbara Miley	X		
<u>Faculty</u>				Michele Propper	X		
Dr. Anne Angstrom	X			Kristin Corkhill	X		
JoAnne Devine	X			Jill Rhone	X		
Dr. Regina Miller	X			Joann Grosso	X		
Mary Robertson	X						
Joyce Rollins	X						
Elaine Schaeffer	X						
<u>Adjunct Faculty</u>							

- I. Welcome
 - a. The meeting was called to order by Professor Rollins

- II. Approval of Minutes
 - a. The minutes from the August 26th meeting were approved (motion, Professor Schaeffer; second, Ms. Propper)

- III. Accolades
 - a. Dr. Harrel thanked everyone for their work in assisting to implement LiveText.
 - b. Professor Rollins thanked Dr. Angstrom and Professors Kaye, JoAnne Devine, and Barbara Miley for their assistance with Dr. Doheny's departure. Professor Rollins also thanked Ms. Corkhill for her assistance in registering the interns that were inadvertently dropped from their classes

- IV. Center for Professional Development
 - a. Dr. Harrel stated that a grant in the amount of \$260,000 has been approved for Common Core professional development. Two coordinators will be hired (for one year) to assist with the grant.
 - b. Dr. Harrel stated the Center will not be just for Common Core training. It will incorporate other areas of professional development.

- V. Matrices
 - a. Professor Rollins stated that revisions to the matrices will be made and submitted with the eIPEP

- VI. Assessment
 - a. Dr. Harrel stated that we need to show continuous improvement and start looking at successes and areas for growth within each program
 - b. Ms. Propper requested feedback on which assessments should be tracked
 - c. Professor Rollins asked if we want to vary the tracking from year to year or keep the same and do we want to group assessments for comparison purposes
 - d. Professor Rollins stated that the chair of the Learning Assessment Committee has requested that each unit forward their concerns to the committee
 - e. Ms. Corkhill stated that assessments are not consistently developed across areas to align with dual enrollment legislation

- VII. Dual Enrollment Update
 - a. Ms. Corkhill stated that Jill Rhone joined the department. Enrollment for dual enrollment has increase 2.5% despite legislative funding change and Edison Online enrollment has increase 35%
 - b. Ms. Corkhill stated that we have an opportunity to review practices and the registration process for improvement and elimination of errors.
- VIII. iPad App – Textilus
 - a. Professor Rollins gave a demonstration of Textilus, an iPad app
- IX. Questions, Comments
 - a. Dr. Miller stated that the per student rate for independent study courses had been raised to \$300.00
- X. Meeting Adjourned