

Minutes

Department Meeting

Dr. Erin Harrel, Dean

September 23, 2013; 1:00 PM; U-202B (Lee Campus)

	Present	Absent	Excused		Present	Absent	Excused
Administration				Staff			
Dr. Erin Harrel	X			Dr. Christy Duda	X		
				Barbara Miley	X		
Faculty				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						
Adjunct Faculty							

- I. Greetings
 - a. The meeting was called to order by Professor Rollins
 - b. Professor Rollins stated that the memorial plaque and wall sticker for Trisha Williams had been installed

- II. Approval of Minutes
 - a. The minutes from the September 9th meeting were approved (motion, Professor Schaeffer; second, Professor Robertson)

- III. Sharing Information
 - a. Dr. Harrel asked that everyone continue to think about establishing a professional development center.
 - b. Dr. Harrel distributed a handout listing events that already exist and/or have been proposed within the School of Education
 - c. Professor Rollins motioned that the center be started with events that are already occurring and any changes be discussed and decided upon by the department. Professor Schaeffer seconded the motion.
 - d. Professor Rollins asked that items borrowed from U-218 be returned. Students will soon begin service learning hours in U-217 and U-218 to help organize and clean up.

- IV. Assessment and Program Goals
 - a. Professor Rollins stated that we need course level assessment as well as assessment and data related to courses. Program goals are due.
 - b. Drs. Stewart and Hibbard will be working on program assessment.
 - c. Work completed at the Data Analysis Review Event can be used to align assessments with objectives in the baccalaureate programs.
 - d. Goals still need to be established for Early Childhood Education and Dual Enrollment
 - e. Lower division: EDF 2005 – use reflective essay; EDF 2085 – use field experience reflective essay

- V. Apps
 - a. Dr. Angstrom provided a link for instructional tools for educators:
<https://sites.google.com/site/atozweb20/home>
 - b. Dr. Duda will present an app during the next meeting

- VI. Questions, Comments
 - a. Ms. Propper stated that only 108 survey responses have been received from students for service learning

- b. Professor Devine gave thanks and accolades to Ms. Propper for being a guest speaker in class
- c. The next meeting is October 7th, 1:00 PM, U-202B

VII. Meeting Adjourned