

School of Education Department Meeting

Friday, November 9, 2018

10:00 a.m., U-217

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

The minutes of the October 12, 2018 School of Education Department Meeting: JoAnne Devine moved to approved the minutes of the October 12, 2018 School of Education Department Meeting. Kelly Roy seconded the motion. The minutes of the October 12, 2018 meeting were approved as distributed and placed on Document Manager.

I. New FQF Forms

- a. Joyce Rollins reported that Laura Osgood has created new FQF forms for the SoE: one to document years of experience that verifies employment, and the second is the one all ELED faculty will complete that shows recency of experience. This form was developed using a points system and will be good practice for all faculty to work with students. Deadline for completion is May 2019 and will be completed by everyone who teaches a course that includes field experience. Joyce will send this out to everyone in an email. Joyce also offered this for use by ECE faculty.

II. Committee Updates:

- a. Faculty Senate: Joyce Rollins reported that a special BOT meeting will be held on Tuesday, November 13, 2018. It is anticipated there will be questions about the climate survey that faculty was sent. The Executive Committee of the Faculty Senate will attend this BOT meeting.
- b. Curriculum Committee: Regina Miller reported that the ECE courses and certificates and EDF 2005 all passed.
- c. Professional Development: JoAnne Devine reported that the cap for travel is now \$1500 per trip. They changed the rubric with more opportunities for faculty to present without TLC.
- d. Academic Technology: Laura Osgood reported that SoE does not have an eLearning Coordinator. Roz Jester needs someone to represent the SoE. Laura volunteered to be the SoE representative.

- e. Academic Standards: Anne Angstrom reported that ARC meets on Wednesday, November 14, 2018 to discuss new grants. She also reported that at the last meeting there was a discussion to change the rubric to make process easier and more fair.
 - f. Library Advisory Committee: Caroline Seefchak reported that this committee met last week and have the funding to review all databases and their use.
 - g. Reading: Caroline Seefchak reported that she will attend the Winter Literacy Institute in January 2019. If there is any information given that would benefit ECE, she will bring that back to Kelly Roy.
 - h. Textbook Affordability: Kelly Roy reported the Committee is reviewing opening educational resources and pursuing certificate in open education resources.
- III. Spring Coverage (committees/service learning):
- a. Joyce Rollins reported that as she assumes the role of Interim Dean of the School of Education on January 2, 2019, she will be asking faculty and staff in the SoE to take on more responsibility in areas she will no longer be able to be involved with as Interim Dean. She will be Interim Dean for 6-18 months.
 - b. Joyce also reported she will be interviewing adjunct faculty on November 13 and 14, 2018 for Spring 2019 positions. Kelly Roy recommended Juan Toto for lower level courses and she will send Joyce his information.
- IV. Review Process for online course development: Kelly Roy reported that the process has changed for reviewing online courses. There will be no additional stipend for reviewing OER. Compensation is not decided at the start; it is based on the score you get by the reviewer.
- V. Spring Admit Report: David Koehler reported that to date 16 ELED students have been accepted for Spring 2019. He also reported the Alt. Cert. students are slowly coming in.
- VI. Holiday/Larry Good-Bye Party: Kathie DiLascio reported the Holiday/Larry Good-Bye Party will be on Thursday, December 13, 2019, 1:00 p.m. at Cantina Laredo. Please feel free to invite adjunct faculty. We will do our gift exchange at the faculty meeting that morning.
- VII. Pinning Ceremony:
- a. Joyce Rollins reported the Fall 2018 ELED Pinning Ceremony will be on Monday, December 10, 2018, 7:00 p.m., U-102.
 - b. She reminded Laura Osgood she will need her to have something ready for "You know you a teacher if....." and also to give her a picture of her in her early teaching days.
 - c. Joyce also reported that each graduate will be given a book about peace training for their classroom library. All faculty should be prepared to sign each book.
- VIII. FACTE Conference Report: Laura Osgood attend the FACTE Conference in Orlando last week.
- a. All colleges in attendance have similar issue.

- b. They discussed pass rates and the frustration with that, state approval process, shared space for resources, recruitment, the teacher shortage, teaching academies, epi.
 - c. She reported on the White Paper and distributed a summary handout.
 - d. She attended a strategy session about what role FACTE should have and a sub-committee for FTCE issues.
 - e. The next FACTE meeting is February 28 – March 1, 2019.
- IX. Improvement Plan: Laura Osgood
- a. Due to the State by December 1, 2018. She would like to have this completed before Thanksgiving break.
 - b. She anticipates the report for the three goals to be 25 pages for each goal, including evidence and documents.
 - c. Only To-Do items are: evaluation results from final interns to compare trained vs. non-trained cooperating teachers.
 - d. Graduation Surveys: Laura sent to 2016-17 and 2017-18 graduates. Four reached out asking for help.
 - e. Alumni Professional Development Day: Laura has tentatively set the date for Saturday, February 9, 2019 with breakout sessions. There is a lot of interest.
- X. GKT Prep Course:
- a. David Koehler reported the next GKT Prep Course has been scheduled for the following dates: February 6, 13, 20, 27, March 13, 20. Anne Angstrom suggested pushing the dates to January 23, 30, February 6, 13, 20, 27 so the students would have the course completed and could possibly take the GKT during Spring Break.
 - b. Joyce Rollins, as the Interim Dean, cannot teach the Math section. JoAnne Devine volunteered to teach the Math.
- XI. Student Dress Code: Laura Osgood reported that a final intern told her the Foundation students are going to the schools in shorts and jeans. She asked faculty to reiterate our dress code does not include shorts and jeans.

The next School of Education Department Meeting will be held on Thursday, December 13, 2018 at 10:00 a.m. in U-217.

The meeting was adjourned at 11:44 a.m.

/kdl

