

School of Education Department Meeting

Friday, January 11, 2019

10:00 a.m., U-217

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

The minutes of the December 13, 2018 School of Education Department Meeting: Joanne Devine moved to approve the minutes of the December 13, 2018 School of Education Department Meeting. Kelly Roy seconded the motion. The minutes of the December 13, 2018 meeting were approved as distributed and placed on Document Manager.

The minutes of the January 3, 2019 School of Education Department Meeting: Anne Angstrom moved to approve the minutes of the January 3, 2019 School of Education Department Meeting with the following corrections:

- a. VII. b.: Third line strike Writing, add Social Studies. Add Joyce Rollins – Science.
- b. IX.: Third line strike adjunct instructors, add cooperating teachers.

Caroline Seefchak seconded the motion. The minutes of the January 3, 2019 School of Education Department Meeting were approved as amended and placed on Document Manager.

- I. *Zoom*: Joyce Rollins gave a presentation using a picture book. The purpose of this presentation was to discuss perspective and focus for the Spring 2019 semester. She stressed embracing our students' differences.
- II. Dean's Meeting Updates: Joyce Rollins
  - a. Feedback from PD sessions was positive. Dr. DeLuca asked for topics for future breakout sessions. A possibility of more PD after final exams is being looked at.
  - b. Kelly Roy is a delegate at the OER Conference at the end of February.
  - c. Office Hours: Dr. DeLuca disapproves of faculty having office hours on one day per week. School of Education has office hours over four days. Faculty may use Recency of Experience to count in office hours. For full-time faculty who teach online, half of office hours must be on campus. Going out into the field does count toward office hours.
  - d. Enrollment is down, college budgeted for a 1% increase and the college is down 1%. Finance is taking 35% of lapse budget from every account.
  - e. Managing staff and faculty: Dr. DeLuca stressed the importance of Deans taking a leadership role with staff and faculty.
- III. Author Event and Special SoE Master Class: Caroline Seefchak

- a. Caroline Seefchak reported she received a grant and is collaborating with International Education to bring an international author to FSW. Children’s author Janet Wong will teach a Master Class on writing for children to FSW School of Education students and faculty. This class will take place on Tuesday, February 5, 2019 at 11:00 a.m. in U-102. Caroline asked if faculty members have a class at that time to please bring them to the Master Class. Following the Master Class there will be lunch for all SoE faculty and staff catered by Jason’s Deli in U-202B.
  - b. Anne Angstrom asked if SoE has funds available to order Janet Wong books. Joyce Rollins approved use of SoE funds to purchase Janet Wong books.
  - c. There will be a book signing with Janet Wong and author Lee Bennett Hopkins at 2:30 p.m. in the lobby of Building U.
  - d. Kelly Roy will send out an email blast to all childcare centers to let them know about the event.
- IV. LAC Representation for SoE: Caroline Seefchak received an email from HR regarding Julia Kroeker’s LAC stipend while she is on family medical leave. Laura Osgood volunteered to track assessments while Julia is on leave. Joyce Rollins will work with HR regarding the stipend pay.
- V. Enrollment Update: David Koehler
- a. David Koehler reported 41 admits for Spring 2019, four on appeal, 4 as non-degree seeking.
  - b. Spring 2019 GKT Prep has 20 applicants, David will try to round up to 30 if possible. GKT Prep begins on January 21, 2019.
- VI. Provost Search: Kelly Roy reported the committee will begin reviewing applications after January 31, 2019.
- VII. Qualtrics Cooperating Teacher Evaluations for Foundation & Practicum I Students: L. Osgood explained how she did the survey for Foundation students last semester. For Spring 2019 semester surveys will be done for Practicum I students with five full formals for cooperating teachers with Practicum I students. She hoped Sibme would be able to do this but we are not currently able to get reports from Sibme. Laura will have copies of reports available for students to pick up from her.
- VIII. Canvas integration with Sibme: Laura Osgood reported integration will go live on February 1, 2019.
- IX. Service Learning: Regina Miller distributed handout with all service learning opportunities from Fall 2018 semester. The following are available for Spring 2019 semester:

<b>Opportunities</b>	<b>Faculty Supervisor</b>	<b>Number of students</b>
Family Math Night	Joanne Devine	8
Reading Pals	Caroline Seefchak	unlimited
KDE	Laura Osgood	All KDE members
Stars Complex	Regina Miller	
East Elementary School	Regina Miller	

Calusa Nature Center	Joanne Devine	
Boys & Girls Club of Collier Cty.	Anne Angstrom	
SWFL Reading Festival	Caroline Seefchak	4
Salvation Army Fran Cohen Youth Center	Anne Angstrom	
Curriculum Library Renovation	Joanne Devine	
Literacy Buddies	Kelly Roy	

- a. Students must turn in in-depth portfolio with what they have learned.
  - b. Anne recommended creating a PPT or video explaining the level of expectation for Service Learning show casing one of the excellent portfolios from past semester.
  - c. Service Learning starts when student enters the ELED Program and they must complete 20 hours before they enter final internship.
  - d. Regina will share the survey that is sent out with Laura Osgood. Possibility of using Sign Up Genius for student preferences was discussed.
  - e. Please let Regina know of capacity number of students for service learning projects
- X. Use of Canvas for Assessment & Grading; Revision of Critical Tasks and Rubrics: Joyce Rollins will attach for Spring 2019 semester by Friday, January 18, 2019.
- XI. Scaffolding Students' Skills Set (Domains 1-5) in Sime Reflections: Anne Angstrom
- a. Instructional Design and Learning: referencing IEPs, cognitive socio-emotional and physical development, family dynamics, lesson planning – Domain 1
  - b. Learning Environment: vocal quality on first observation, legible writing on first observation
  - c. Instructional delivery and facilitation: teacher's behaviors
  - d. Assessment
  - e. Continuous improvement, responsibility – should be consistent in all, professionalism should be included in all.
  - f. Anne would like to get together a small group to tweek the Qualtrix survey, asked for volunteers to scaffold existing rubric.
- XII. Upcoming Important Dates: Anne Angstrom
- a. Attendance Verification: Tuesday, January 15, 2019, 4:30 p.m.
  - b. State of the College Address: Friday, January 25, 2019, 1:00 p.m.
  - c. GKT Preparation Course: January 23 – February 27, 2019
  - d. This Next New Year: An Afternoon of Diversity in Literature with Authors Janet Wong and Lee Bennett Hopkins: Tuesday, February 5, 2019
  - e. School of Education Alumni Celebration: Saturday, February 9, 2019, 9:00 a.m. – 12:00 noon, U-217, event is on Facebook
  - f. Family Math Night: Thursday, February 7, 2019
- XIII. Accolades: Anne Angstrom
- a. Amanda Sterk's article
  - b. Buc Bash table participants
- XIV. Remediation for Pro Ed and Subject Area Exams: Anne Angstrom

- a. Regina Miller: Pro Ed
- b. Caroline Seefchak: Subject Area Reading
- c. Joanne Devine: Subject Area Math
- d. Anne Angstrom: Subject Area Social Studies
- e. Joyce Rollins: Subject Area Scienced

The next School of Education Department Meeting will be held on Friday, February 8, 2019 at 10:00 a.m. in U-217.

The meeting was adjourned at 12:17 p.m.

/kdl