

School of Education Department Meeting

Tuesday, August 13, 2019

4:00 p.m., U-202B

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

- I. Welcome and Accolades: Joyce Rollins
  - a. Joyce reported that the Dean, SoE, search will resume in Fall 2019. As the Interim Dean she plans to head into the Fall semester with a clear vision.
  - b. Congratulations to Elizabeth Perdomo for earning Master's Degree.
  - c. Co-curricular funding:
    - a. Joyce Rollins applied for funding for a one-day seminar titled, "Race Barriers in Schools". She was awarded \$4,000.00.
    - b. Elizabeth Perdomo applied for funding for the ELED Job Fair. She was awarded \$800.00.
    - d. David Koehler's recruitment efforts yielded a class of between 50 and 55 to begin in Fall 2019.
    - e. Kelly Roy was named the statewide President of FCCECEN for 2019-20.
- II. Approval of April 12, 2019 School of Education Department Meeting:

Kelly Roy made the following amendment to the April 12, 2019 minutes: Under III. Committee Reports, letter d., strike, "A report will be sent to the Union and Provost for negotiations and the committee will be continued, not eliminated." add "letter e. The Rank and Promotion Committee met. A report will be sent to the Union and Provost for negotiations and the committee will be continued, not eliminated." JoAnne Devine moved to accept the minutes as amended. Kelly Roy seconded the motion. The motion was carried and the minutes of the April 12, 2019 meeting were approved as amended.
- III. Office Hours: Joyce reported that the Office Hours policy we are currently following is vague and includes 10 hours per week. She would like faculty in the SoE to discuss ideas on a fair practice of office hours. The discussion concluded with the following:
  - a. Faculty will have a campus presence of three days per week.
  - b. Office Hour postings should include term D1, D2 and full semester. Samples were provided for faculty.
- IV. Committee Membership: Kelly Roy distributed a handout with all committees that SoE has representation on and reported that SoE needs faculty representation on the Academic Technology Committee that meets on the third Friday of every month, 2:00 – 3:00 p.m. Julia Kroeker volunteered to work on that committee.
- V. Service Learning: Regina Miller distributed a handout with the Service Learning Opportunities. The following decisions were made by the faculty:
  - a. The following will be removed from Service Learning Opportunities:
    1. Family Math Night: KDE will help with registration tables.
    2. Lee Reading Festival (Spring semester): this will be co-sponsored by KDE.
    3. Catalog Curriculum Library Project: this has been completed.
  - b. The following will be kept on the Service Learning Opportunities:

1. Reading Pals
  2. East Elementary School in Charlotte County
  3. Boys & Girls Club of Collier County
  4. Salvation Army Fran Cohen Youth Center in Collier County
  5. Calusa Nature Center
  6. Stars Complex
  7. Collegiate High School Tutors
- c. The following will be added to the Service Learning Opportunities:
1. AVID
  2. Lee County Mosquito Education
  3. Junior Achievement
  4. STEM Camp (Summer opportunity)
- d. Literacy Buddies was discussed and it was determined this would be something KDE could adopt.
- VI. Copying Policy: Joyce Rollins reported that budgets are very tight and copying costs have increased. As a result, please do not make copies for students. There are student printing kiosks on the first floor of Building U and all over campus. Students should print copies using their BUCS card at one of these kiosks.
- VII. Fall Schedule and D Terms: Anne Angstrom spoke about the adjustments to the Fall schedule with “D” term sections and the process for reporting “D” term grades.

The meeting was adjourned at 5:00 p.m. followed by the Fall 2019 Adjunct meeting.

/kdl