

School of Education Department Meeting

April 8, 2020

11:00 a.m.

Via Zoom

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

The meeting was called to order at 11:00 a.m. by Dr. Joyce Rollins.

- I. Approval of the minutes of the April 1 meeting. Kelly Roy made grammatical changes to the minutes. Kelly Roy moved to accept the minutes of the April 1 meeting as amended. Caroline Seefchak seconded the motion. The minutes of the April 1 School of Education Department meeting were approved as amended and will be posted to Document Manager.
- II. Working Remotely vs. Working in the Office: Joyce Rollins reported that the Deans meet with the Provost every Tuesday via Zoom and the Chairs every Thursday via Zoom. The Provost voiced concern about vulnerable populations coming in to the office on a regular basis. Joyce asked that anyone wishing to work from the office email her in advance to make sure there are not too many of us in the office at the same time. The number of employees in the office at one time should not exceed two people. David will be in the office every workday 8:30 a.m. – 4:30 p.m. Kelly will only go into the office after 4:30 p.m. on certain work days. Liz will go into the office on certain Tuesdays. Joyce asked that we all try to do everything we can remotely if at all possible.
- III. Pinning: Joyce Rollins reported she completed the signature label for the books the graduates will receive. All graduates will receive a package via US Mail with a pin, the book and any honors/veteran/KDE chords. The packages were sent out. The Pinning will be held remotely via Zoom on Monday, April 27 at 7:00 p.m. Joyce asked any faculty who will be presenting an award to prepare remarks.
- IV. Summer Class Update: Joyce Rollins reported that Summer A and B 2020 classes will be held online only. She also reported nothing new will be added to the calendar at this point.
- V. Enrollment Update: David Koehler reported the following:
 - a. Admits for Summer and Fall 2020 to the ELED Program: 12 for Summer 2020 and 9 for Fall 2020. 3-4 of these admits are for the Hendry-Glades cohort.

- b. Caroline Seefchak reminded new enrollees should not be registered into Children’s Literature.
- c. Zoom Orientations: Joyce Rollins and Anne Angstrom will discuss and advise.

VI. Field Experience Update: Elizabeth Perdomo reported the following:

- a. Field Experience Applications were sent out on Monday and she is working on placements.
- b. Working on stipends for CTs with Kathie.
- c. Working on observation days for Fall.
- d. Anne Angstrom reported the field experience application will be put in Canvas course as well as in an announcement to students. She asked faculty to reassure students that Liz is working with the districts and to please be patient should you get any questions.

VII. Student Questions/Concerns:

- a. Joyce Rollins asked that when students contact a member of the SoE, please direct them to the appropriate person. Once you do that, please let that person handle the situation and remove yourself.
- b. A discussion about student depression/anxiety vs. laziness ensued. The bottom line is we must acknowledge anxiousness/depression and if this is hindering the student from completing the course, they can withdraw. We should be sensitive and students must have the same academic rigor and integrity.

VIII. Data Needs: Laura Osgood - In order to have all data needed by May 1, 2020 DARE meeting:

- a. Final Intern evaluations are due in Canvas by Friday, April 10, do we want to extend to April 17?
- b. Impact on Learning project – please have graded by Friday, April 24.
- c. Deadline for students to meet requirements for internship? June 15?
- d. Proposed adjusted points required for annual demonstration of experience:

Level of Field Experience	Points Needed	Adjusted Points
No Field Experience	8 pts per year	5
Foundation	16 pts per year	10
Practicum	32 pts per year	20
Internship	48 pts per year	30

IX. Course Lead Faculty: Anne Angstrom reminded all who serve as a course lead that Laura Osgood needs rubrics for critical tasks by Friday. Joyce Rollins and Anne Angstrom will look at our list of courses and talk with each lead faculty individually. Regina Miller reported TSL 4080 will be ready on Friday.

X. Committee Reports:

- a. Vice Provost for Workforce Search Committee: Regina Miller reported the Committee recommended the following candidates for the position: Thomas Norman, Kawachi Clemons, Joseph Walter.
 - b. Service Learning: Regina Miller reported the Service Learning Committee created a list of alternative opportunities for incoming interns.
 - c. QEP: Anne Angstrom reported the committee met and chose Trans Disciplinary Communication. The Committee has been asked to serve on the Steering Committee.
- XI. Textbooks: Anne Angstrom reported the deadline date for changing textbooks for Fall 2020 remains at April 15, 2020.
- XII. Minutes Reports: Kathie DiLascio asked for a written report (sent via email to her) from each Department member. This helps make for more accurate and concise minutes.

The meeting adjourned at 12:02 noon.

The next School of Education Department Meeting will take place on Wednesday, April 15, 2020 at 11:00 via Zoom.