

School of Education Department Meeting

Friday, January 8, 2021

10:00 a.m. via Zoom

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

Approval of December 11, 2020 minutes: Kelly Roy had the following amendments to the minutes:

1. Under Committee Reports:
  - a. ADaptive Services: Strike the entire paragraph.
  - b. TLC: Strike "Kelly Roy reported Nominations for Outstanding Faculty in Teaching and Instruction, Professional Development and Scholarship, and Service are due today."

JoAnne Devine moved to accept the minutes as amended. Kelly Roy seconded the motion. The motion carried and the minutes of the December 11, 2020 department meeting were approved as amended and placed on Document Manager.

**Administrative Announcements/Updates:** April Fleming

1. Welcomed all faculty and staff back to the Spring 2021 semester.
2. Reminded instructors for face-to-face classes that mask mandate is still in effect. Everyone in class on campus must wear a face mask. If students fail to comply, they should be asked to leave the classroom. If they will not leave, Public Safety should be called. Dr. DeLuca sent an email on suggestions of how to handle students who will not comply with the mask mandate.
3. Office Hours have been posted to all SoE faculty doors.
4. April and Kathie will be physically in the office on Mondays and Thursdays for the Spring 2021 semester. Elizabeth will be in the office on Tuesdays and Thursdays, and David is in the office every day, Monday through Friday.
5. Compliance Training: if you have not already done so, please complete. This training is required for adjuncts as well as full-time.
6. January 29, 2021 FACTE is hosting a virtual conference from 3:00 – 4:30 p.m. It will feature sessions on teacher health and wellness and strategies in elementary and secondary education. The link for the session will be sent out to all who wish to register.

**Enrollment Updates:** David Koehler reported on his activities for ELED and ECE recruitment including:

**ELED:**

1. 27 have been admitted for Spring 2021 cohort.
2. Working with ALT/CERT students for Spring 2021 classes.
3. Attended virtual meetings with Collier County, appeals meeting, Chalk and Wire meeting.
4. Conducted two orientations.

**ECE:**

1. 20 advising sessions have been completed.

2. Attended ECE meeting.

**Field Experience:** Elizabeth Perdomo reported:

ELED:

1. Fall 2020 stipends: Checks have been mailed to cooperating teachers.
2. Spring 2021 Placements: All students who have returned FE applications have been placed with a total of 154 students placed. Please advise students if they do not have a placement they must reach out to Liz ASAP.
  - a. 42 final interns
  - b. 112 practicum
3. COVID: Advised professors to let their students know that if they are concerned with COVID they may opt to take a semester off. There is no complete virtual teaching in any district available at this time. All virtual teaching is combined with face-to-face teaching. Students were made aware during orientation that they were going to have to be out in the field and that there was no 100% virtual teaching available.
4. Spring 2021 Stipends: Currently working on CT stipend and informative spreadsheet for spring 2021, verifying emails and amounts of stipends. Once completed, will begin to place them in Chalk and wire, please be patient as there is a learning curve.
5. Polo Shirts: Liz and David will distribute polos to students. Students may come in Monday through Friday, 8:30 a.m. - 4:30 p.m. to pick up. Joyce reported that currently we have an abundance of unisex shirts available. If a woman's size is not currently available, the student may choose a unisex shirt. Liz and April are working on funding for future orders.

ECE:

1. Currently working on a Collier County student placement and will place students as needed.

**Committee Reports:**

**Academic Standards:** Julia Kroeker: this committee will be meeting next week.

**Academic Technology:** Julia Kroeker: no report. Regina Miller will be taking over this committee going forward.

**Curriculum:** Julia Kroeker: this committee will be meeting later today.

**Faculty Senate:** JoAnne Devine reported: This committee did not meet in December 2020.

**Learning Assessment Committee:** Caroline Seefchak reported:

1. There is a LAC Meeting scheduled for today, at 11:00 a.m.  
The following is pertinent information for now:
2. Syllabus Revisions: PD sessions for deans and chairs to review syllabi for "Syllapollaza" are scheduled for the months of January, February, and March 2021. Faculty should review their syllabi and discuss any possible changes with fellow faculty, chairs, and deans. In addition, faculty should review their course learning outcomes as well as the CREATIVE acronym and consider any changes or refinements they'd like to see.
3. LAC is currently doing Gen Ed Assessment of "Communicate" and "Evaluate": Members of the committee are currently in the process of using their artifacts (the submitted assignments) for the gen ed assessment process. (Everything is on Canvas this year, and the full committee is working on it.) If anyone has additional questions, please talk to Caroline.)
4. Course level assessments are currently being analyzed. The School of Ed has the option of scheduling a departmental review with Team AASPIRE. From Team AASPIRE: "If your department wants a meeting-visit from a Team AASPIRE member to go over your department's course level assessment reports, let AASPIRE know now so that they can prepare your reports in time. Be respectful of dates: if you want it for a departmental meeting, give them several weeks; Team AASPIRE will have to move your work to the front of the line to get it done by the time of that meeting."

**Reading Endorsement:** Caroline Seefchak reported:

1. This is a reminder that, as part of the State of Florida Reading Endorsement, reading skills are embedded in most of the baccalaureate-level courses and are taught, in the School of Ed, across the curriculum.
2. To document our compliance with this, for the Reading Endorsement, the annual Qualtrics survey will be sent to all faculty and staff of the School of Education in late January. Directions are very explicit, but Caroline is available to answer any questions. Look for a link to the survey later this month. It is important that ALL faculty and staff answer the survey.
3. Literacy Corner now appears in the School of Education newsletter.

**FL FDOE Conference Call Webinars:** Caroline Seefchak reported:

1. A previous responsibility of Laura Osgood, I am happy to be representing the School of Ed at these meetings.
2. I have been added to the mailing list of the DOE List Serv (Thank you, Dr. Fleming), and I plan to take notes at each meeting and inform colleagues in the School of Ed of information learned.
3. If anyone wants to attend a meeting that is focused on a particular subject area, please send me an email. I will let you know when a webinar covering that subject is scheduled. Note that the subjects of meetings are not made know far in advance.

**Professional Development:** Anne Angstrom: Committee did not meet in December.

**Quality Enhancement Plan Committee:** Anne Angstrom reported: Committee did not meet in December.

**Faculty Coordinator for the TLC:** Anne Angstrom reported: Committee did not meet in December.

**Academic Research Council:** Anne Angstrom reported: Committee did not meet in December.

**ADAptive Services:** Kelly Roy reported: Committee did not meet in December.

**General Education Advisory Committee:** Kelly Roy reported: Committee did not meet in December.

**ADAptive Services Committee:** Kelly Roy reported: This committee did not meet in December.

**OBOC:** Joyce Rollins reported: OBOC meet on January 5, 2021 and a book has been chosen: A Life On This Planet. Faculty should join in community efforts around this book.

**Syllabi:** Joyce Rollins reminded all faculty to send syllabi to Kathie ASAP.

**Critical Tasks/Chalk and Wire:** Joyce Rollins reported: full-time ELED should attend Laura Osgood's training review video prior to next week's meeting.

**Go React:** Joyce Rollins reported: Any courses that have field experience, should also review Laura's video.

The next SoE Department meeting will be held via Zoom on Friday, February 12, 2021 at 10:00 a.m.

The meeting was adjourned at 10:56 a.m.

/kdl

