

School of Education

February 3 2023, 12:00 noon

Department Meeting via Zoom

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

Minutes of January 13, 2023: Kelly Roy moved to approve the minutes of the January 13, 2023 Department Meeting as distributed. JoAnne Devine seconded the motion. All voted in favor to approve the minutes of the January 13, 2023 as distributed. The minutes are approved and have been placed in the Document Manager.

**Administrative Updates**: April Fleming reported:

* Annual Evaluations: Form 1 is due February 10, 2023. Kathie will be sending out requests for one-on-ones (30 minutes) in person or Zoom for the week of February 27, 2023.
* Working with Wendy Ryan on scholarship opportunities, possible stipends for final interns.
* Amanda Lehrian is working with Whitney Rhyne for a possible donor for eight scholarships in Hendry/Glades for two years.
* Working on requests from the Governor’s Office and State House of Representatives regarding diversity, equity and inclusion. Possible similar requests may be forthcoming from the State Senate.

**Recruiting**: David Koehler reported:

* Elementary Education
	+ 8 Elementary Education admits for Summer 2023. Joyce asked to hold off on Summer admits to Fall. If students need lower level courses, they should take them in the Summer.
	+ 3 Elementary Education admits for Fall 2023.
	+ Working with alternative certification population to put overrides in for Spring 2023 Mini-B Term and Summer 2023
	+ 5 GKT prep appointments
* Early Childhood Education
	+ 6 ECE advising sessions
* General Information
	+ Responded to advising related emails
	+ Distributed polos, lanyards and RED 4519 packets
	+ Attended Welcome Back Fair
	+ Visited all lower division classes on Lee campus
	+ Sent BS ELED marketing materials via email to students in all lower level courses

**Field Experience**: Sherry Blanset reported:

* Placements
	+ Finals: placed and working in their placements
	+ Practicum 2: placed and working in their placements
	+ Practicum 1: placed and working in their placements
	+ Foundations: requested and most are placed, auditing against enrollment to make sure no one was missed
	+ ECE: placed and working in their placements
	+ EDF 2005: Observation Days ongoing in Collier and Lee. Need feedback regarding additional days in Collier
* Payments: Fall contracts actively being paid, first round of checks out this week
* Spring Contracts sent out to finals and practicum II
* Site Visit Feedback related initiatives:
	+ Hosted two new CT Orientations, one each for Practicums I and II
	+ Reviewing evaluations and reaching out to any CTs who are evaluating outside the norm
* Other:
	+ Kathie and Sherry attended FFEA Conference College Night in Orlando for recruitment and collaboration
	+ Caroline, Anne and Sherry attended Inaugural Career Services Etiquette Dinner with five students
	+ Handled multiple student issues of procedure/protocol violations
* Moving Forward:
	+ FACTE February 9-10, 2023 in Orlando
	+ Job Fair March 10, 2023 with five districts and 6 other organizations scheduled to attend thus far
	+ Payment processes continue for Spring
	+ Monitoring of student hours and evaluations continue
	+ FSW Qualified CT Trainings scheduled in Hendry, Collier and Charlotte
	+ New Field Experience Application will go out February 13, 2023 and will close March 8, 2023

**Committees:**

Anne Angstrom reported: Academic Standards met on January 20, 2023. Dr. Roz Jester presented about ChatGPT, an AI language model that is funded by Microsoft. It acts as a chatbot that creates human-like text in response to questions that the user creates. (Dr. Jester’s presentation will be shared in the Zoom chat during today’s meeting.) The Academic Misconduct Form developed by the committee was presented to Faculty Senate by Dr. Vera Verga and Dr. Melanie Ulrich on 1/20/23. Any revision to the Faculty Handbook will be discussed at future meetings once contract negotiations have concluded. The committee may also develop a statement of academic integrity to be incorporated into Simple Syllabus.

OBOC met 2/3/23 at 10 AM. The committee discussed funding of the OTOC initiative. Dr. Wendy Chase visited the committee to discuss how OTOC funding could be supported by the Honors Program and Center for Undergraduate Research and Creativity. The committee also discussed attendance at a recent OBOC event and ways to garner interest and increase attendance at future events. A survey will be sent to faculty soon to request ideas for a guiding theme for the 2023-24 academic year.

Caroline Seefchak reported:

* **The Learning Assessment Committee**, LAC, has meeting today. Gen Ed Assessment Scoring being this month to gather data. Look for the LAC newsletter, *DataVersed,* to be published this month.
* **The FL DoE Teacher Preparation Community of Practice** met last week. Please see your email for information and a copy of the PPT from the webinar.
* **The Reading Endorsement Matrix** project will begin in early March. Each faculty member who teaches upper division courses will be asked to contribute. It will be done using a sharable document, but a training meeting for how to complete your sections will be scheduled for some time in March. Thank you, in advance, for your enthusiasm in doing this.
* **Library Advisory Committee** – Please see the email from Dr. Richard Hodges about Library Databases and choices that need to be made. There is a survey giving you the opportunity to provide input.

Gina Miller reported:

* ATC: Laura Osgood reviewed the Online QA Plan Progress. Jason Dudley discussed Porctorio rooms, and Dr. Roz Jester gave a presentation about ChatGPT
* eLearning: Scheduled to meet 2/3/23 at 1:00 p.m.

JoAnne Devine reported:

* Faculty Senate: Discussed power issues and change of rolls for Martin Tawil. Continued with the Administration and contract offer related to being a head of a committee and being president and vice president of the Faculty Senate as well as the proposed stipends and release time for chairs of department heads. Proposed a letter of support for the negotiating team listing details and responsibilities of all faculty who are in or want to be in those rolls. Consensus was to draft a letter to Administration and bargaining team about shared governance, stipends and release time and the Faculty Senate’s position on these items.

Joyce Rollins reported:

* GEAC: Simple syllabi for Summer 2023, trainings being held.
* OTOC: Theme for 2023

Julia Kroeker reported: Curriculum Committee will meet 2/3/23 at 1:00 p.m.

Kelly Roy reported: PD Committee did not meet as a result of the Symposium.

The meeting was adjourned at 12:45 p.m.

/kdl