

College of Education and Human Services
Administrative Cabinet Meeting
08/27/14

Present: David Whaley, Tami Dandeneau, Robert Lyons, Jacqueline Hansen, Barbara Washington, Alesa Walker, Kelly Rogers, Kelly Kleinhans, Trish Lofton (recorder)

Welcome/Review Agenda

Dr. Whaley welcomed everyone and reviewed the agenda.

College Standing Committees

Dr. Whaley requested consensus on conducting elections for the Tenure as well as Promotion/Leave committees. The cabinet discussed the idea of nominees providing their philosophy or platform prior to the election. The consensus is to develop a survey monkey with a short platform from each candidate so faculty can elect university committee member. The members discussed several of the college committees including Admission to Teacher Education. Dr. Rogers asked to include a brief description of each of the committees so that faculty can be aware of the purpose and time commitment.

Faculty Collaboration Grants

Faculty incentive grants are \$5000 each. The grants should be a collaborative effort between faculty across disciplines to develop proposals. Faculty are highly encouraged to collaborate with peers outside of the college. Two awards will be given for the international incentive grants. The cabinet agreed that all projects must be completed by June 30 with a signed contract from the faculty stating they agree to the stipulations. There was consensus to move the grant cycle to May 2015 - April 2016.

Sabbatical Leave

Dr. Whaley asked that department chairs encourage faculty to participate in sabbatical leave. Mrs. Dandeneau suggested that faculty could use a sabbatical to develop an international teaching opportunity for students.

New Faculty Luncheon

The administrative team would like to meet with new faculty for lunch or perhaps breakfast.

COEHS Listserv

A delay will be added to the COEHS listserv to monitor who can send emails to it. Mrs. Lofton will serve as monitor.

Assessments Update

Dr. Hansen will be doing an update on assessments. She prepared an academic and non-academic program assessment report calendar with description. This document provides a walkthrough of the assessment collection process. She has also volunteered to serve on the MSU Assessment Team as well as David Allen. The COEHS has a data team with Cassidy Palmer to develop a system to collect student data for teacher education. Next CAEP visit is 2016. Dr. Hansen has been accepted as a CAEP standards trainer. This will help in preparing for their visit.

Updates

- The COEHS Student picnic and Educators Day have been scheduled. Over 139 people have reserved tickets for Educators' Day. Student ambassadors will be assisting Tressa Ross in planning the picnic.
- TQI has hired three new people. Will be conducting SB1 training as well as the TPGES domain training for school districts. They are also looking at putting co-teaching training on Canvas to be automated and documented.
- KATE is completing a strategic plan prior to the new director coming on board. They are also collaborating with TQI and hosted a Lunch and Learn PD for faculty as well as lining up PD for school districts.
- KEEC director will be housed within MSU and help with EE course delivery. They are also having town hall meeting to gather input in their 5-year environmental education plan.