

College of Education and Human Services
Wednesday • November 11, 2015 • 8:30am

Members Present: David Whaley, Robert Lyons, Tami Dandeneau, Jacqueline Hansen, Barbara Washington, Susana Bloomdahl, Paul Lucko, Kelly Kleinhans, Jennifer Earls, Melanie Brooks, Alesa Walker, Kem Cothran, Cathy Bazar, Trish Lofton (recorder)

Members Absent: None

Welcome/Approval of Minutes

Dr. Whaley welcomed everyone to the meeting. Dr. Whaley announced that Mrs. Trish Lofton will be leaving her position in the College and will begin work in the Curris Center business office. The members thanked Mrs. Lofton for her service. Teacher Quality Institute has been awarded a CPE STEM grant. The official announcement has not been made. Dr. Whaley reviewed the agenda and gave a brief overview of the meeting. He also provided a draft copy of the previous meeting minutes. Dr. Hansen made a motion to approve minutes as written. Dr. Earls seconded the motion. The motion carried unanimously.

Events

Mrs. Bazar stated the next events are the faculty/staff holiday potluck, student worker party, and fall graduating student teacher celebration. Everyone agreed that the Partnership Celebration was very enjoyable event and deemed a success.

Dean's Update

- College Student Advisory Council - a group of students have been selected to serve on this new advisory council. Dr. Whaley stated the first meeting would be held before the end of the semester.
- College Ad Hoc Vision Committee - Drs. Park, Coulter, Mahoney, Wiley, and Pender agreed to serve on the committee to develop a draft vision statement. Their suggestion is as follows: *Our College will be known for nurturing effective leaders who actively foster excellence in their communities.* The members agreed on substituting the word “nurturing” and replacing it with “developing”. It now reads: *Our College will be known for developing effective leaders who actively foster excellence in their communities.* Dr. Walker made a motion to approve the amended vision statement. Dr. Hansen seconded the motion. The motion passed unanimously.
- President's State of the University Address - Dr. Whaley explained the proposed tuition cap and costs proposal. This new plan would only affect undergraduate tuition rates. The undergraduate web course tuition will also see an increase. The formula for calculating web funds distribution to the departments and colleges is proposed to change. There has not been a definitive agreement on a finalized proposal. The President is developing a proposal that requires all students to complete a FAFSA. The university is also looking at revising dates for tuition refunds.
- Dean's Council Meeting - MSU web manager, Charley Allen, presented the new online calendar system that will be implemented in January 2016. URSA will now be changed to ORCA, Organization for Research and Creative Activities. It will now include graduate students. A brief discussion was held regarding the use of academic facilities for student organizations.
- Progress by the Ad Hoc Committee on Committees - Drs. Park, Patel, Pittman-Munke, Hart, and Musselman are serving as members. Their responsibility is to review all the committees to ensure work is not duplicated.

Assistant Dean Update

The Ad Hoc Tenure/Promotion Committee has met and developed some draft recommendations. The committee will discuss draft recommendations with each department to gather feedback. A final recommendation will be presented to the Administrative Cabinet in January. Dr. Lyons thanked everyone for assistance in the last recruiting event. It has been very helpful to have department faculty present to talk with future students. The MapWorks application is still not functional. It appears the software company may go out of business. The university is looking for another option to replace MapWorks. The D and F reports have been received. Mrs. Ross and Mrs. Vaughn are working with those students who are in academic trouble. Dr. Lyons stated applications for faculty course buy-outs have been received. No decision has been made.

Budget Report

Mrs. Dandeneau provided a brief report on some of the fall 2015 College expenses such as adjunct pay, travel, incentive grants, promotions and events.

Teacher Education Services

There are 249 teacher interns. Student teaching placement interviews have been completed. There are still bugs with the FEM system. The data collection team is working to pull the first student reports generated from Banner.

CAEP Report

Dr. Hansen stated a rough draft data report is due in January. Additional missing data is being collected. Dr. Whaley is serving on a CAEP review team for another university. In his review, the university was lacking in diversity recruitment and retention plans. In light of this, he would like to develop a diversity plan that is unique for the College.

Development Update

Mrs. Brooks thanked everyone for their work on the Partnership Celebration Gameday event. The Branding, Marketing and Communications office is producing a holiday promotion that will encourage year-end giving. The promotion will primarily be used on social media. The Presidential Lecture Series speaker will be Martin Luther King III. There are several renewable scholarships in development for the College.

Teacher Quality Institute

Mrs. Cothran thanked everyone for their assistance with the Educators Rising conference. Next year's conference is on October 27th. A grant has been submitted to Regional Outreach for additional funding for the Summit. The CPE grant application has been awarded.

Kentucky Academy of Technology Education

Dr. Earls provided a handout on October activities. There were 103 work orders submitted for October. The staff conducted 39 trainings for the College and K-12 schools. The technology equipment inventory process is currently being reviewed. A more streamlined process is being developed to make this task easier.

Other updates:

- Dr. Bloomdahl - The School Psychology position search is closing. The School Administration position has been posted. The HDL search committee will be conducting interviews in the coming days.
- Dr. Lucko - Dr. Pittman-Munke has created a Veteran's Day event at Ft. Campbell. She received special funding to offset the cost. Dr. Hepworth and Dr. Lucko have been meeting to develop additional agreements. Dr. Lucko is serving on the University Safety committee.
- Mrs. Lofton - A new video project is underway to promote graduate recruitment. These videos will feature current graduate students. Department chairs were asked to email Mrs. Lofton and Dr. Lyons with names by Friday, Nov. 13th. T-shirts have also been ordered to help promote the COEHS graduate programs. The t-shirts will be used in conjunction with Teacher Leader cohort recruitment and the graduating student teacher celebration.

- Dr. Kleinhans - She stated the initial accreditation report has been approved with very minor changes. She thanked the KATE team on their assistance with a new electronic medical records application. The Voice and Swallowing Clinic will have a ribbon cutting on December 3rd from 9:30am - 11:30am.
- Dr. Washington - FCS program is in discussion with a candidate. A middle school faculty search is underway. Teacher Leader program recruitment events have been taking place in the region. The CTE graduate program has seen an increase in enrollment.
- Mrs. Cathy Bazar - She stated that she is working with several URSA events.
- Dr. Hansen - Two faculty members are out on emergency leave. She is in the process of developing a proposal to fill the open IECE position.

Future Meetings

- December 9th
- January 13th
- February 10th
- March 9th
- April 13th
- May 11th
- June 8th
- July - no meeting
- August 10th

Meeting adjourned at 11:30am.

Minutes respectfully submitted by: Mrs. Trish Lofton