

## Minutes

College of Education

UCOM 3619

10:00 AM 11:15 AM, August 27, 2012

Members Present : Dr. Richard L. Hayes, Dean; Dr. Phillip Feldman, Associate Dean; Leadership and Teacher Education; Thomas L. Chilton, Associate Dean; Dr. Harold Dodge, Chair, Leadership and Teacher Education; Dr. Frederick Scaffidi, Chair, Health, Physical Education, and Leisure Studies; Dr. Brenda Litchfield, Interim Chair, Professional Studies; Dr. James Van Haneghan, Director, Assessment and Evaluation; Dr. Andrea Kent, Director, Field Services; and Dr. Abigail Baxter, Director, Graduate Studies and Research.

Dr. Christopher Keshock, COE Faculty Council Representative; Dr. Wanda Maulding, Director, NCATE; and Dr. Peggy Delmas, Director, Student Advising; were absent.

Dean Hayes called the meeting to order at 10:00 a.m.

### 1. Information Update

a. Faculty Searches ±The faculty search for an Assistant Professor of Counseling Psychology has been extended. Review of applicants will begin on November 1<sup>st</sup> with a hire date of January 1, 2013. Pam Patterson and Deborah Thompson have been hired as instructors in LTE, Shawn Mitchell is

assigned to convert each class to Sakai. That faculty member is eligible to receive payment of \$250, \$400 or \$550 for the conversion depending on the assigned difficulty of the course. Payments will be coordinated by Dr. Chilton at the end of the semester in which the class was taught. Part-time faculty receive the funds, full-time faculty will receive the funds in their professional development account.

2. Fundraising Report ±Aimee Meyers, COE development officer, has been very effective at increasing the number of donors. In fundraising, million dollar donors usually start off with a very small gift, so increasing our donor base is very promising for future gifts. Efforts should be made this year to tie any and all activities to the 50<sup>th</sup> anniversary celebration for the University. In some cases, funding from development of special events may be available.
3. Program Admissions/Degree Completion ±There is currently a shift in enrollment toward non-certification programs, toward HPELS as a department, and away from LTE as a department. There has also been a leveling off in elementary education, which continues to be challenged by increasing standards, a failing economy, and a low employment occasioned by school systems continuing to lay people off. When asking for resources of any kind, an enrollment and completion report is used to justify needs. Efforts should continue to be made toward graduating everyone we admit. Other lines of revenue should also continue to be sought.

Focus will be given to looking very carefully at newly hired faculty, their ability to generate new revenue, and their academic progress at this University in deciding whether to tenure. Tenured faculty are encouraged to support the efforts of the non-tenured faculty in order to retain our successful colleagues.

4. Credit Hour Estimates revised ±As a result of our discussions, Jack Dempsey has revised a draft of the form that will be used to determine credit hours. The Deans will hopefully approve at their next meeting. If converting from an on campus to an on-line course, faculty will need to justify the number of credit hours. This approval process will also be required for any new course, whether on campus or on-line.
5. NCATE ±Kathy Rausch, our NCATE consultant, is reading reports and is due for a final visit in September.

procedures in effect, especially as concern text books, but all faculty are encouraged to read over the updated Financial Conflict of Interest Policy located at [http://www the loc locaconc02 -1.1Tj 5amt htipeche h145 TDp ht](http://www.the loc locaconc02 -1.1Tj 5amt htipeche h145 TDp ht)