

**DEPARTMENT OF EDUCATIONAL STUDIES
FACULTY MEETING MINUTES**

**January 23, 2003
10:00 AM -- STEW 204**

Present: James Auter, Judith Gappa, Marilyn Hirth, Kevin Kelly, Charles Kline, Anne Knupfer, Karl Kwan, Youli Mantzicopoulos, William McInerney, Sidney Moon, Helen Patrick, Jean Peterson, Carole Pistole, AG Rud, Ala Samarapungavan, Heather Servaty-Seib, Andrea Trice, Nancy Vestal, Yan Ping Xin, Sydney Zentall

Linda Austin, Jane Ann Dimitt, Patty Mason, Oliver Wendt

Excused Absences: Susan Maller, Teresa Taber

Kevin Kelly called the meeting to order at 10:04 a.m. in STEW 204. The initial item was approval of the EDST Faculty Minutes of the November 7, 2002 meeting. The minutes were approved unanimously.

NEW BUSINESS:

Awards Committee – Sydney Zentall

The Awards Committee brought several suggestions for change in departmental awards and procedures for soliciting award nominations to the faculty for discussion.

1. Committee proposed that program area secretaries will assist in the collection of all undergraduate teaching award nominations and course evaluations. Go-Eds will collect graduate award nominations and course evaluations.
 - a. Go-Eds will need ample preparation time and secretarial support to distribute materials to all graduate courses.
 - b. Concerns were raised about the introduction of bias by having graduate students and secretaries distribute award nominations and course evaluations.
 - c. K. Kelly requested that the Committee develop written procedures for the collection of teaching award nominations and course evaluations for faculty discussion and approval.
2. Committee proposed expanding the number of awards to include Discovery, Learning, and Engagement for the three levels of professorship and clinical instruction.
 - a. Criteria for these awards will include the three-year average of merit committee ratings in each of these categories.
 - b. Concerns were expressed regarding standardization of criteria used for merit review. This discussion was deferred until a time when Merit Review Committee procedures are discussed.
 - c. Written procedures for the award nominations at all three levels will be presented at the next faculty meeting.

Curriculum and Graduate Committee – Charles Kline

1. Dr. John Contreni, Interim Dean for the Graduate School, will be meeting with the Curriculum and Graduate Committee and Dr. Kevin Kelly to learn more about the Department of Educational Studies Graduate Program.
2. The program areas need to submit to the committee their procedures for evaluating graduate student progress by April.
3. The Department will be granted 2 or 3 Ross Fellowships and 2 Andrews Fellowships.
 - a. The Graduate School will fund one year and the department will have to fund three additional years for the Ross Fellowship
 - b. The Graduate School will fund one year and the department will have to fund two additional years for the Andrews Fellowship.
4. New Courses
 - a. Systems Concepts in Counseling and Development
 - 1.) M. Hirth motioned for approval
 - 2.) C. Pistole second motion
 - 3.) Course approved unanimously
 - b. School Counseling Seminar
 - 1.) C. Pistole motioned for approval
 - 2.) S. Moon second motion
 - 3.) Course approved unanimously

REPORTS:

Go-Eds – Oliver Wendt

1. In December, Go-Eds conducted a student conference simulation to provide constructive feedback for graduate students presenting at a conference. Dr. Kwan provided the framework for the simulation and Dr. Taub was the keynote speaker.
2. Another student conference simulation is being planned for late March or early April.
3. Back To School Party will be on January 31st, starting at 6:00 pm, at the Vinton Woods Clubhouse. Oliver will be placing directions in everyone's mailboxes.

Counseling and Development Search Committee – Karl Kwan

1. A faculty search is ongoing for an Assistant Professor in Counseling Psychology. The review of applications will begin on February 14, 2003.

Special Education Search Committee – Lyle Lloyd

1. K. Kelly reported in L. Lloyd's absence.
2. An initial review of applicants has been conducted. Efforts are underway to recruit more applications.

Educational Psychology Search Committee – Youli Mantzicopoulos

1. There are 17 applicants for the Assistant Professor in Measurement and Applied Research position.

2. The review of applicants began on November 20, 2002. Five of the applicants are on the short list; they have been contacted via telephone calls.
3. A finalized short list will go to the Department Head on Thursday, January 30, 2003.

Office of Field Experience – Linda Austin

1. Block II placements for next fall semester are going well. Area teachers are pleased with their current Block II placements.

Advising and Recruiting – Jane Ann Dimitt

1. Effective Summer 2003, English 101 and 102 will no longer be offered; they are being replaced by English 106, a 4-credit course.
2. Effective Summer 2003, English 103 will no longer be offered; it will be replaced by English 108.
3. Replacement of English 101/102, 3-credit courses, with the 4-credit English 103 necessitates a small change to the Special Education curriculum. The Office of Advising and Recruiting has recommended a change to the number of credits in elective courses in the curriculum. This change has to be discussed and approved by the Special Education Program area.

Department Head – Kevin Kelly

1. Pre-proposals for the Clifford Kinely Trust Competition need to be submitted to the Dean by February 11, 2003.
2. The Proposal Writing Workshop is February 3, 2003. Reservation deadline is January 24, 2003.
3. Requests for undergraduate instructional /laboratory equipment need to be submitted to Kevin Kelly no later than 5:00 p.m. on February 13, 2003
4. Merit Committee nominations are due January 24, 2003 to Kevin Kelly. Merit Reports are due February 21, 2003.
5. The next Dean candidate visit will be January 27 – 29, 2003.
6. The departmental Strategic Plan will be brought to the faculty at the March or April faculty meeting.

ANNOUNCEMENTS:

1. Dissertation Award nominations need to be submitted to Nancy Vestal by February 7, 2003.
2. The School of Education's Strategic Planning meeting will be January 31, 2003 from 1:00-3:00 p.m.

The meeting adjourned at 11:39 a.m.

Respectively Submitted,

Nancy Vestal

Cc: Dean Peters