**Minutes: CLSE meeting – April 24, 2015**

**Members attending:** Reesha Adamson, Paul Ajuwon, Leslie Anderson, Tamara Arthaud, Gilbert Brown, Jef Cornelius-White, Paris DePaepe, Lyle Foster, Michael Goeringer, Linda Garrison-Kane, Cindy MacGregor, Jim Matthews, Rachelle McCart, Belinda McCarthy, Lisa Monkres, , Linda Robbins, and Michele Smith.

**Members absent**: Bill Agnew, Megan Boyle, Marci Dowdy, Kim Finch, Joe Hulgus, Nate Quinn, Rebecca Smotherman, James Sottile, Jon Turner and Robert Watson

Minutes by Judy Campbell.

In honor of Administrative Professional Day, the Administrative Assistants were recognized and thanked for all their hard work and assistance.

Minutes of the March 27, 2015 meeting were approved with the following correction:

“Committee Reports: Faculty senate. Dr Cornelius-White is working on a ~~committee that is examining the number of full-time faculty vs. per –course faculty.~~ Change to read—working on a resolution for Faculty Senate that sets a goal for increasing the proportion of full-time faculty.”

It was announced that on May 6 we will have an end of the year celebration to celebrate Kim Finch’s promotion to Associate Professor and Megan Boyle’s completion of her Ph.D. Food will be provided by Bob Watson and Tami Arthaud.

**Faculty-Student Scholarly Accomplishments were recognized as follows:**

**RECENT PUBLICATIONS**

**PRESENTATIONS (National/International)**

**SERVICE**

Amy Chenoweth:

1. *The Nurtured Heart Approach to Classroom Management* - Workshop for Early Childhood Educators (December 2014 & February 2015)
2. Speaker for Child Development Associate Certification – Topics: Attachment in Infants & Toddlers *and* Impact of Trauma & Chronic Stress on Brain Development in Early Childhood (March 2015)
3. *The Nurtured Heart Approach to Parenting* – Workshop for Parents-as-Teachers, Early Head Start and other case workers, tailored specifically to children and families living in poverty. (February 2015)
4. "City Council Club," – Amy Chenoweth and Dr. Robert Jones (Psychology Department) with other former City Council Members, held a Q&A forum for then-running city council candidates as our inaugural event as we begin our project of obtaining oral, written and visual history of as many remaining city council members as can be contacted. The Springfield History Museum, MSU History Department, Springfield-Greene County Library are a few of the participants in this project which was signed into law in 2010.

**OTHER: Dr. Megan Boyle** –

* Completed Ph.D. in Disability Disciplines at Utah State University, on March 31, 2015!

**STUDENT ACHIEVEMENTS**

* Justin Cook (Counseling) has been accepted into the Counselor of Education Doctoral Program at the University of Arkansas, will serve in a GA position as a Counselor in Residence for the University of Arkansas and has been nominated for an Academic Fellowship of $10,000 per year.
* McKenzie Moreland (SPE) was awarded the Ozarks Teacher Corps Scholarship for AY2015-16.
* Lachelle Clemons (MSED – SPE graduate) – Thesis was accepted for publication in *Journal of Positive Behavioral Interventions.*
* Sarah Schafer (Computer Lab student worker; ELE Student) – Received STAR award for Service Learning
* Dr. Tracie Burt and Dr. Karen Engler (EdD Program & MSU Employees) – finalists for Dan Cockrell Dissertation Award [3 finalists – two from MSU!]

**Information items**

**Per Course Training** - Effective Fall 2015 all per course faculty will be required to go through a training session with the first session set for August 8. We have already heard back from some per course instructors who have taught for several years that the pay wouldn’t be worth it to them. Discussion followed with suggestions being made as to other means of providing the training—possibly webinar, etc. Also, the question was raised as to whether instructors who are employed by the university in other capacities and teach as per course, would they have to go through the training as well.

**Reminder -** Faculty were reminded of the Recognition Reception on May 5th in PSU Ballroom from 3-5 pm.

**Travel** – Faculty were reminded to get their travel expense forms turned in for reimbursement. We still have a fair amount of money in the travel fund.

**New Business**

1. **Action Items**
2. Curricular Proposals –

* The course proposal for the new course, COU 768-Crisis Counseling and Disaster Mental Health Response, was presented along with the rationale for the course. Discussion followed with a motion being made and seconded to approve the proposal. Motion carried.
* SAE 727- Creating Inclusive Campus Environments and SAE 728 – Individual and Group Support Skills course proposals were presented to the group. The rationale for the two courses was presented with the faculty making a motion to approve both proposals. The motion was seconded and approved.
* A motion was made and seconded to approve the Students Affairs in Higher Ed program change. Motion carried.
* For the last proposal, Master of Science in Counseling-Mental Health proposal was presented. Discussion followed with a motion and second to approve the proposal. Motion carried.

1. **Discussion Items**
2. TaskStream and Accreditation Procedures –All faculty need to align their assessments and matrices into TaskStream. The question was raised as to what happens when a class is made up of new students as well as old admits into the program. How are these matrices to be aligned?
3. Graduate Assistantships for FY2016.

Overall the department will be losing one GA for the 2015-16 Academic Year. At this time we will retain the following GA’s for next year.

COU – (3) Charlten, Yasuko and Lin

EAD – (1) Samantha Reiter, who has been serving as Paul’s GA.

SPE – (1) Emanuel (currently serving as the OERI GA)

Paul – (1) yet to be determined.

In addition, Michele’s GA will now be reporting to Gilbert.

1. Faculty position proposal. Dr. Arthaud presented to the faculty a proposed proposal for an Assistant Professor - Explaining the duties and responsibilities of the individual who would be hired in this position. Discussion followed with the faculty agreeing that the individual would be a nice addition only if there was costing sharing from the Provost Budget to cover the salary, etc. of this position.
2. The security issue of when the two wooden doors leading into the main office should be locked of an evening and by whom. Discussion followed with faculty agreeing that the doors would be locked at 5 by either Judy, Lisa or Rachelle and propped open until 6 pm so students would have access to the computer lab. At 6 the lab assistant should close the door so they are locked and no one may enter without ringing the bell to be let in.
3. Additional security concerns were discussed, including the lack of ID checks for persons traveling between west lobby and PCOB 156 after 5 p.m. and lack of support for visitor questions regarding building locations. Concerns will be shared with Safety & Transportation.
4. A request has been made to Dr. Hough in that PCOB 228 be made into clinic space for an Autism Clinic instead of a classroom, OR that another location be identified in PCOB. If approved, the space would also serve as classroom space for small seminar-type classes. Also additional office space in PCOB has been requested as it will be necessary to move the GA’s out of PCOB 137 into the open area in 156.

**Committee Reports**

COE Budget Committee – none at this time

Faculty Senate - In the fall, course proposals will all be handled electronically. Dr. Sharmistha Self will serve as the chair next year.

Graduate Council – None

College Council – None

BSED - Discussing three questions. When finalized, they will be sent out to faculty for response.

EPPC – None

COE Faculty Advisory Committee – Issue regarding the Research Position.

President’s Council for Disability – Having discussions with construction crews about construction sites on campus. Trying to get consistent notification as to when and where construction will be taking place on pathways, walkways, etc.

For the last item of business, faculty were asked to review the Graduate Faculty Application of Megan Boyle. Discussion followed regarding how she met all the department criteria to be granted graduate faculty status. A motion was made and seconded to approve Megan’s appointment. Motion carried.

There being no further business, the meeting adjourned at 11:10 am.