**Attendees:**
Deanne Camp, Ching-Wen Chang, David Goodwin, Fred Groves, Steve Hinch, Beth Hurst, Steve Jones, Dennis Kear, Annice McLean, Rosa Maria Mejia, Sarah Nixon, Don Smith, Becky Swearingen, Randy Wallace, and Cathy Pearman

**Absentees:**
Eric Sheffield, and Jane Ward

Approval of August Minutes – Motion: Dr. Swearingen; Second: Dr. Wallace to approve September 21, 2012 minutes. *Motion carried: unanimous.*

August Minutes--in future minutes will be electronic only but will approve

Congratulations to Deanne Camp graduate faculty fellow

EDC 345--paperwork College council submitted to and approved

Secondary programs doing paperwork to accept.
Holding pattern until approved

EDC 354 not good for general ed. But could develop a gen ed course for Diversity.
Dr. Chang and Dr. Nixon will also report about faculty senate discussion relating to EDC 354

**Bachelor's Degree--Teaching Learning--**will not work for Bachelor since this is the graduate course. Need a different name. This degree will be for students who decide not to teach. Student services see the need for students who do not student teach or who do not finish. Dr. Hurst made a motion to proceed with degree.

Discussion: Faculty asked what people are doing for industry training? Develop a program to train industrial trainers. Certified trainers. It was suggested perhaps provide training in adult education. Other discussion--what is the purpose--degree by May or have to come back to take more courses.

Dr. Jones, Dr. Sheffield, Dr. Hinch and Dr. Swearingen volunteered at August meeting to look into the topic more deeply.

No second. Motion dies for lack of second. Report for next month and more discussion.

E. on agenda. **P & T Guidelines Revisions** Our department needs to revise P & T guidelines. What source of evidence counts toward criteria. ie what evidence accounts for service. Might need to look at distinguished professor criteria. Not open right now. Closed due to budget but need to address. It was stated that we are in good shape but need to tweak. What to do about people who want to go up early for T & P. Supposed to be for something big!. Decide if acceptable. Instructors and clinical faculty move up. Instructors and clinical faculty need to be able to move up. Need to be to the Dean by **Nov. 18.** Probably won't get passed to February. Sept. 17 Julie Masterson on Faculty Development Web page and provost website example of guidelines and several models to look at. Want a professional disposition piece in the P & T guidelines. Dean wants that piece (Disposition) to be college-widene.

More discussion followed. Faculty mentioned changes and discussion to faculty handbook.
Faculty driven -- Need to decide make-up on committee. It was suggested a mix of tenure and non-tenure. Consensus was to include a mixed group.
Volunteers for Revision committee to review P & T: Dr. Hurst, Ms. McLean, Dr. Chang, Dr. Nixon and Dr. Hinch.
**Motion:** Dr. Camp; **Second:** Dr. Wallace to nominate Dr. Hurst to Chair the Revision Committee. *Motion carried: unanimous.*
F. MSED Teaching & Learning--Discussion by Steve Jones. Proposal (handout) distributed. New intro paragraphs. Basic structure is the same as before. Perhaps put on a website so others can look over and see what we are proposing. Steve asked for questions from the group. Thanks expressed by Beth Hust for Steve's and committee work.

Question from Beth: Where a degree designed for a school/cohort fits in?

SJ responded with explanation of cohort. Individuals pick their own specialty area--12 credit hours. 18 credit hours at the school site. 12 specialty area courses could be online or on campus and would not be taught at the school site.

Question about Specialists in Education--use courses that have a research slant. 9 credit hours at a different level--could be courses that need to be created.

18 credit hours on-site (core classes). Explanation by Steve Jones of what the 18 hour co-hort might look. Discussion about options for both 18 hour co-hort and specialty area. Dr. Groves posed question about the order of courses and specialists degree. Examples given. Discussion about line and how to provide courses.

Question about load and covering courses. Dr. Jones is going to change some of the language.

Faculty suggested changing 5 hour courses to 6 hours. Move specialty from 12 to 9 credits. Students put together hybrid program--student designs courses and program. Steve Jones responded.

Faculty recommended action research based on needs in PLC courses as a part other research (3 hour course). Consider a showcase. Faculty also stated that a diversity component is needed. Must have a common assessment.

G. Dr. Pearman explained budget--check marks are items with no control (handout).

Travel explained. Recruiting travel comes out of travel account. Dr. Pearman invited anyone in who wants to see or discuss the budget in detail. Services, computer, phone, etc.

H. Need volunteer to work with W. Roy Roworth in regards to BEARS program. Dr. Groves volunteered

I. Dr. Pearman suggested review of program website and develop a list of things to do.

J. Editor and publisher of website. Someone to keep up-to-date. Dr. Pearman suggested Denise Reinert. Group agree.

K. Student support information sheet. Fill out form. Advisement, organizations, etc. Return to Dr. Pearman.

M. Task Forces--Enrollment--Dr. Groves they are organizing and getting data from Department Heads. identify ways of support. Intended to be positive. Reassigned time, mentoring, etc. Looking at last three years. Looking at per course costs for reassigned time.

N. Student Organizations--proposal presidents of all organizations. Do a one day conference. Guest speakers and workshop.

**Reports from Committees**

J. Special meeting to address concerns from Higher Ed--diversity and public affairs. Put proposal together for new courses.

K. Faculty Senate--carry over meeting. Capstone courses--deleted. Mostly about Gen. ed requirements. Gen Ed diversity course got axed.

L. Tenure & Promotion--going to meet in October 5 after faculty meeting.

P. TEA--October 5 meeting redesigning the collection process and data collection.

Academic Integrity--conference and workshops. Reminder will be sent out.

Motion: Deanne Camp; Second: Dr. Nixon to adjourn meeting. *Motion carried: unanimous.*