



**Reading, Foundations, and Technology**

**Faculty Meeting**

March 27, 2020

10:00 am – 12:00 pm

Via Zoom

**Attendees**

Jamie Atkinson, Ching-Wen Chang, Pamela Correll, Beth Hurst, Alex Jean-Charles, Stephanie Huffman, Steve Jones, Kewman Lee, Kayla Lewis, Annice McLean, Sarah Nixon, Julia Novakowski, Cathy Pearman, Becky Swearingen, Bari Tinkler

**Absences:**

**Action Items:**

Approve February 28, 2020 Minutes – Dr. Atkinson made a motion to approve, Dr. Tinkler second; approved.

MAT Program Change – Dr. Atkinson reported the updates were made based on suggestions. Dr. Chang pointed out some corrections that needed to be made. The accelerated addition of the MAT program will be removed and moved to April faculty meeting for further discussions. Survey Monkey used to vote; MAT Program approved as an online program.

**Information Items:**

Peer Review Language for P&T Guidelines – Dr. Hurst reported the verbiage of “peer review” should not be used. Change the name “peer review” to “teaching observation”. This is used for the purpose of growth, not to evaluate people. Faculty agreed to the name change of teaching observation. Change wording to “the candidate will provide pre-observation information to the observers”.

Peer Review Pre & Post Documentation – Dr. Lee reported the candidate will send an email to the observers before observation giving an overview of what is going on in the classroom. Candidate will send an email to the observers after the observation is completed.

Peer Review Rubric – Dr. Nixon report on the face-to-face rubric. Dr. Nixon received a rubric from FCTL. Concern was brought up that this rubric appears to judge the candidate and there is nothing about content. Make modifications to the categories across the top, the content expert during the observation is responsible for looking at the content so the candidate has feedback, and the candidate’s responsibility is to set the appropriate stage before the observation.

Dr. Correll reported on the online rubric – using the items that were on the student evaluations for online teaching. Dr. Correll went through each item and adapted them to online.

Corrections will be made and sent to Dr. Huffman. These items will be out for a 30-day review and voted on at next faculty meeting.

Student Evaluations will move to next faculty meeting. Dr. Swearingen and Dr. Lewis will review and make suggestions.

Dr. Pearman met with the Executive Budget Committee and reported everything is uncertain. MSU does not know what the budget will look like in fiscal year 2021. Summer school WILL NOT be cancelled. MSU needs to promote summer school.

Our three RFT candidate's letters of appointment have moved to the Board of Governors. RFT has to wait and see whether or not the BOG will approve the appointments.

Make sure digital measure is up-to-date.

Academic calendar changes have been emailed to you.

Please send any work you may have to the graduate assistants.

If you need a Zoom room, but please Melissa Warren with Outreach know.

MSU is considering a Pass/No Pass policy. This will impact their GPA.

Dr. Lewis received the Foundation of Award for teaching. Congratulations Dr. Lewis!

Make sure you are communicating with your students what the class changes are for the remaining semester.

Since all summer classes will be online, if you have not taught a full semester online, you are required to take the Blackboard training and submit your certificate of completion to Dr. Huffman.

Dr. Swearingen and Dr. Atkinson are working on a retreat for the fall semester. Topics for the retreat are: micro aggression, team building, and how to collaborate better.

Tik Tok Committee – Julie Panza is leading the committee to develop videos showing how MSU is teaching during these times. Ms. McLean and Dr. Chang are our representatives on this committee.