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## Reading, Foundations, and Technology

April 21, 2017

Karls 104

10:00 am – 12:00 pm

### **Attendees**

Ching-Wen Chang, Alex Jean-Charles, Steve Hinch, Annice McLean, Sarah Nixon, Cathy Pearman, Tuesda Roberts, Emmett Sawyer, Becky Swearingen

### **Absences:**

Deanne Camp, Pamela Correll, David Goodwin, Beth Hurst, Steve Jones, Kayla Lewis, Eric Sheffield, Kimberly Stormer

### **Action:**

Approve March 24, 2017 minutes – Dr. Swearingen moved to approve; Dr. Chang second; approved.  
Approve RDG 318 – The advisors asked instead of listing individual prerequisites, just list 30 hours.  
There are no changes to the course. Dr. Swearingen moved to approve, Dr. Hinch second, approved. 30 day wait period.

### **Information Items:**

Promotion & Tenure – Dr. Roberts reported concerns regarding the P&T process/notebooks. Are there things that we can pay attention to make the process easier? Dr. Nixon advised to clearly organize the binder and have someone else look at it before the committee reviews it. Dr. Swearingen suggested using a table of contents for each section. If it is on your vitae, it needs to be in that specific section and have documentation for it. Dr. Chang suggested to make it easier on yourself, work on the notebook as you go. Keep your vitae and documentation up-to-date. Forms of evidence – if you are not certain what section the evidence should be placed, ask your mentor. Can use committee minutes as evidence that you are on a committee if the minutes show attendance. Do not complete your notebook in chronological order; has to be in three different sections: Teaching, Research, and Service.

Look at enrollments for SU and FA – It's too early to determine if classes will be closed. If you have a class that you don't think will make, please be thinking of a class you can teach that a per course faculty may be teaching.

Just a reminder to those who have volunteered - COE Transfer VIP Day is April 28th.

Academic Integrity days are September 26-28.

Updates from programs on CAEP: Dr. Chang reported program meeting will be May 3<sup>rd</sup>. EDT had their Advisory meeting with six school districts – Ozark, Nixa, Springfield, Strafford, Monett, and Willard. Dr. Chang reported it went well and everybody shared suggestions and ideas. Want to meet four times a year. Dr. Swearingen reported special reading matrix was approved by DESE.

In the spirit of recognizing student success, please bring the name of a student or an alumni you feel deserves bragging rights...and tell why. We will do this at each faculty meeting.

Don't forget to sign up for LEADERSHIP COUNCIL on Thursday mornings, 9:00 to 10:30. It is a great way to keep in touch with what is happening in COE.

**Committees:**

BSED – (e-report)

MSED – Dr. Nixon reported meets during her class so was unable to attend.

College Council - (e-report) - Dr. Chang reported they need a student representative at the meetings starting in September.

COE Budget – (e-report)

EPPC – (e-report)

FAC – (e-report)

Faculty Concerns – (e-report)

CGEIP – Dr. Hinch reported committee is completed with the period reviews of general education courses.

Faculty Senate – Representative not present; no report put forth.

Personnel Committee – Representative not present; no report to put forth.

Grad Program Advisory Committee – Representative not present; no report to put forth.

Graduate Council – Dr. Chang reported need an interdisciplinary research judge needed for Saturday, April 29<sup>th</sup> for two hours.

EPPC Diversity - Dr. Nixon reported discussion regarding EDC 345 took place.

Library - Send requests to Dr. Chang.

Faculty Benefits – Representative not present; no report to put forth.

COE Assessment – Representative not present; no report to put forth.

Dept. Head Search Committee – Dr. Swearingen reported date of first consideration has been changed.

Additional committee reports as needed

Meeting adjourned: 12:10 pm