



**Reading, Foundations, and Technology  
Faculty Meeting**  
August 14, 2015  
White River Conference Center  
Cave and Prairie Room

**Attendees:**

Deanne Camp, Ching-Wen Chang, David Goodwin, Fred Groves, Steve Hinch, Beth Hurst, Alex Jean-Charles, Steve Jones, Kayla Lewis, Annice McLean, Sarah Nixon, Cathy Pearman, Eric Sheffield, Becky Swearingen, Jane Ward

**Guests:**

Dean Hough, Dr. Gilbert Brown, and Dr. James Sottile

Dean Hough wants RFT to discuss the hiring plan – consider the multicultural position and the literacy position.

Dean Hough introduced Dr. Gilbert Brown who will be attending faculty meetings throughout the year. Dean Hough wants to form a search committee for a new department head maybe at the end of spring 2016 semester or early summer. Dean Hough left meeting and will return later.

**Action:**

Approve April Minutes – Dr. Swearingen noted a change to the minutes to CGEIP Committee report. Dr. Camp moved to approve; Dr. Nixon second; minutes approved.

**Information Items:**

Welcome to Kayla and Alex. We are glad to have you on board. Dean Hough will be having monthly meetings for new faculty. Dr. Pearman will meet with new faculty once a month. New faculty will also have mentors.

New for RFT this year will be monthly coordinator meetings. Dates and times will be set up. Coordinators will meet together with Dr. Pearman so all programs will be up-to-date on what is happening in other programs. Also new for RFT, we are going to meet in groups of three to four at the PSU to better facilitate dialogue and to open communication channels. Meetings will be in September and again before finals. This will be random assignment for each groups by drawing numbers. No topic for those meetings...anything you would like to discuss. The following groups were drawn:

- Group 1 – Breault, Hurst, Lewis
- Group 2 – Groves, Hinch, Jean-Charles
- Group 3 – Chang, Goodwin, Sheffield, Swearingen
- Group 4 – Camp, Jones, McLean, Nixon

Strategic Hiring Plan Update – The assistant professor for literacy has been approved dependent upon funding. The need for a multicultural education professor received a lot of support in Leadership Council. Does RFT want someone to teach just EDC 345 or do we want someone who is the Hispanic Initiative endowed chair? If we choose the Hispanic Initiative, they will have several duties, but may only teach a few sections of EDC 345. The plus side of having the endowed chair in RFT is this person is highly acclaimed in the field, big on research, and nationally known. Last year RFT decided we wanted multiculturalism to be the initiative of our department. This position would fit with this initiative. Discussion ensued regarding changing the name of the initiative. It was also discussed how many per course faculty are hired each semester to teach EDC 345. Dr. Swearingen made a motion to hire a full-time tenure track multicultural education assistant professor for the EDC 345 position; Dr. Hurst second; approved. If offered both positions, do we want the Hispanic Initiative in the RFT Department? This was tabled until Dean Hough returned to meeting in order to receive more information. Between the assistant professor for literacy and the multicultural education positions; how do we rank those? Dr. Sheffield moved to place literacy first, multicultural education second in ranking; Dr. Nixon second; approved.

Dean Hough returned to the meeting and was asked if the name of the endowment could be changed. The answer is no, the donor wants to keep the title as is. Dean Hough will talk to the donor about taking the \$6,000 and turn it into a scholarship opportunity.

Dean Hough reported we do not have the money for the literacy position at this time. As soon as the funding is there, we need to get a search committee together. Dean Hough may have an answer when funding will be available by the next faculty meeting on August 28<sup>th</sup>. What is the timeline for the multicultural education position; also waiting for the funding.

Dean Hough discussed the strategic hiring plan to look down the line for what we want to do and what are the resources to do it. If the MATL/SETL takes off in the future, could we partner with Riverview Gardens or somewhere in the boot hill to deliver that. If yes, what would it take to do that? The strategic hiring plan is a way to look into the future and what it will take to make it happen.

Dean Hough discussed the committees and councils.

Summer Teaching Budget Allocations – Dr. Camp reported the committee developed a rubric that will help decide how to use the \$27,000. The proposals go to the budget committee to decide who shall receive the extra funding. RFT will be receiving the same summer budget as last summer. The rubric will be reviewed and discussed at the RFT August 28<sup>th</sup> meeting. The question was raised about department heads having to teach six hours. Dean Hough reported it is in the department head's job description to teach six hours per semester. Dean Hough leaves it to the department head to decide how many hours they want to teach.

By Oct. 2<sup>nd</sup> would like a draft of the summer school teaching funding rubric for either approval or rejection. Dr. Sottile reported the committee developed a proposal process to obtain the funding to build your programs. Please give your feedback to Dr. Pearman.

What were the results of the survey regarding our perceptions of the accreditation process? Dr. Sottile indicated to contact Dr. Cindy Hail for the results. Dr. Hail's student only had 42 respondents out of a 100 surveys sent out.

Instructor and Clinical Faculty Definitions - Dr. Sheffield reported there were a lot of discussions about what instructor means. Defined as instructor teaches and clinical professor is out in the field. The question is about the service part of the instructor's position; whether or not it is an expected part of their job or can it be negotiated. It was decided service can be negotiated. The department has to make the decision whether or not to grandfather everyone in.

Taskstream Training/Program Assessment - Dr. Sottile discussed building a culture of assessment. Dr. Camp will be a key trainer. Her assessments and rubrics are very much aligned to the DESE and SPA standards which are pretty much aligned to the CAEP standards. Dr. Brown's entire course is going to be placed in there. When it is time to write the reports, all the data will be at your fingertips. Dr. Sottile wants students to have five year Taskstream subscriptions so MSU can track students after they have graduated.

Committee assignments:

Budget Committee: Becky Swearingen is the RFT Budget Committee rep.

College of ED Assessment Committee (Fred rotating off): Dr. Hurst nominated Kayla Lewis; Dr. Swearingen second; approved. Term of 2015/2017

Certificate in American Education Practices – Dr. Gerald Masterson is in charge of contractual education. Dr. Jim Baker identifies groups of people that want to come to MSU and get exposure to different areas. Dr. Masterson will put together a practicum the group of professors will complete. A cohort of 20 Chinese professors will be here 12 weeks. The professors (students) will arrive Sept 3<sup>rd</sup> and will start classes on Sept 8<sup>th</sup>. SFR 676 Special Topics in Education and SFR 791 Educational Workshop: Practicum in American Higher Education. Dr. Gilbert Brown will be teaching the Special Topics course. Dr. Baker and Dr. Masterson feel there will be a group of 20 students every fall. There is \$3,500 travel money available. There is not a stipend to teach the course. Does RFT want to put forward paperwork for a 9-hour graduate certificate for the international students? This will generate credit hours for the RFT Dept. Dr. Sheffield motioned to explore a graduate certificate to put forward; Dr. Goodwin second; approved. Dr. Camp and Dr. Goodwin will complete the paperwork. Dr. Camp will have ready for the next faculty meeting.

CEFS has a subscription to receive the names of students who have taken the GRE and shown an interest in a particular area. RFT can use their subscription for \$.46 per student. Let Dr. Pearman know if your program is interested. RFT would like to wait a year to see how many students actually come to MSU.

Update on Study Away for Spring 16 intersession - Dr. Pearman reported Study Away paperwork has been resubmitted. RFT is guaranteed a table at the Study Away fair to recruit. Our UAPB partners will also receive the flyers.

Don't forget to send travel requests to Dr. Pearman by September 14<sup>th</sup>. Estimate cost of trip.

Update on MATL/SETL - Dr. Sheffield reported starting August 18<sup>th</sup> in Nixa with 12 or 13 students. Dr. Sheffield met with Greenwood faculty with a potential of three or four students.

Please look at your spring schedules.

We will continue to use our Bb site for program minute updates. Please continue to send your minutes from your program meetings – you did a great job last year.

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.

John Twombly is back as the RFT GA. This is his last semester so be thinking of someone you may want to apply for the position.

Safety and Transportation has a video on their website that outlines safety procedures for MSU.

MSU's Public Affairs events are described on the circulating flyers. These flyers will be posted in the copy room so you can reference them throughout the year.

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

Marketing and recruiting opportunity – this company provides the following services: go to the schools and market your online degrees all over the country, maintains Google websites and social media, is the contact person when people have questions regarding program, help the student sign up, has a retention piece, and monitors the students. There is a fee for each student that enrolls. They run six to eight week courses for adults. The top four degrees are Educational Administration, Counseling, Special Education and Elementary Education. The company will not work with our college unless Educational Administration is on board.

Committees – No committee reports at this time.

Dr. Sheffield moved to adjourn; Dr. Swearingen second; meeting adjourned.