

Minute: CLSE Meeting – August 14, 2015

Members Present:

Reesha Adamson, Bill Agnew, Leslie Anderson, Tamara Arthaud, Amy Chenoweth, Jef Cornelius-White, Kim Finch, Lyle Foster, Linda Garrison-Kane, Michael Goeringer, Bret Cormier, Joe Hulgus, Paul Maddox, Rachelle McCart, Taryne Mingo, Lisa Monkres, Nate Quinn, Rebecca Smotherman, and James Sottile

Members Absent:

Gilbert Brown (assisting elsewhere at COE Meeting), Paris DePaepe (on Sabbatical), Robin Farris, and Cindy MacGregor.

Minutes by Judy Campbell.

Comments by COE Dean:

David Hough, Dean, College of Education was recognized who address the group and asked the following from each program.

- COU – Make a point of contact in the Ava, Cabool, Mtn Grove, etc. area. Find a location in this area for a 2nd clinic that would work.
- EAD – Would like the faculty to consider putting the program on line and possible go with a group who can recruit with the possibility of expanding outreach across the state. Would like to use the MILE pilot program and build the existing program into the premier program in the state by working with DESE and other state institutions.
- SAHE – Study Away program. The SAE program has been presented with a proposal to take 10 students to Mexico paid for by the University. Would like faculty to look at the program and see whether it is worthwhile to pursue.
- SPE – Faculty in the area of Autism are working with ARC of the Ozarks, Mercy Children's Hospital to develop better Autism services in the region. SPE majors and faculty are working with Mercy Children's at their diagnostic clinic, developing internships for students at Rivendale/ARC of the Ozarks, and creating an Autism clinic here in PCOB.

April Minutes:

A motion was made and seconded to approve the minutes of April 24, 2015. Motion carried.

Departmental and Program meeting Dates and Times

Attention was drawn to the proposed dates for the 2015-16 departmental meetings. Faculty will be meeting on

- September 2
- October 7
- November 4
- December 2
- January 13

- February 3
- March 2
- April 6

Faculty in each program were asked to meet and decide which day and time of each month they would like to hold their program meetings. The following dates were chosen by each program as indicated below:

- COU – will meet as follows:
 - August 26, 10-11:30 am
 - September 30 – 10-11:30 am
 - October 28 – 10-11:30 am
 - November 18 – 8:30-11 am
 - December 4 – 9-11 am
- EAD/EDD –will meet as follows:
 - September 8, 10:30-12 (meeting on Tuesday instead of Monday because of labor day)
 - October 12, 10:30-12
 - November 9, 10:30-12
 - December 7, 10:30-12
 - January 25, 10:30-12
 - February 8, 10:30-12
 - March 14, 10:30-12 (meeting Monday after spring break)
 - April 11, 10:30-12
- SAHE – 1st Wednesday of the month from 2-3
- SPE – 3rd Wednesday of the month from 10-12

Committee Representation for CLSE (College & University)

Committee Representation for CLSE (College & University) were reviewed.

COE Budget Committee – Leslie Anderson and Jon Turner will remain on the committee

COE College Council – Bill Agnew (Chair) will remain the representative.

COE Assessment Committee – James Sottile and Belinda McCarthy will remain on the committee with Michael Goeringer replacing Bill Agnew.

COE Scholarship Committee – Paris DePaepe will remain the departmental representative.

COE Recruiting and Marketing – Gilbert Brown, Michele Smith and Michael Goeringer will remain on the committee.

COE Dean’s Faculty Advisory Committee –

- Joe Hulgus – COU,
- Kim Finch - EAD,
- Paul Ajuwon – SPE,
- Michele Smith - SAHE

COE Personnel Committee – Belinda McCarthy will remain on the committee.

EPPC (formerly PEC) - Representative – Reesha Adamson

EPPC Diversity Committee – Taryne Mingo volunteered to serve on this committee.

Graduate Council Representative – Bill Agnew

Faculty Senate Representative – Jef Cornelius-While

BSED Representative – Paul Ajuwon

General Updates

Syllabi:

Dr. Arthaud asked the faculty to submit electronic copies of syllabi for all sections of all courses being taught fall 2015 and office hours to Judy and Rachelle if COU by August 29.

Department Updates:

- Business Cards & ID Badges - Faculty were asked to submit their information to Judy for the printing of business cards. Judy stated that she would send out a sample of a business card to the faculty and ask them to look at it and submit their information to her for printing.
- Syllabi – Syllabus for EVERY section of a course must be submitted electronically to Judy by September 3rd. (COU also submit to Rachelle.)
- Office Locations - There have been several moves this summer of offices. The following faculty are now located as indicated below:
 - Michele Smith – Hill 432
 - Amy Chenoweth – PCOB 100C
 - Taryne Mingo – PCOB 131
 - Paul Maddox – PCOB 129
 - Bret Cormier – PCOB 135
 - Shari Scott – PCOB 136
 - Tami Arthaud – PCOB 121 (Bob Watson's old office)
 - Small conference room – PCOB 117 (Future Dept Head Office)
- Digital Measures - Faculty were asked to update their info. Deadline date is February 8th.
- Travel - Faculty were asked to submit their travel requests needs for the 2015-16 year using the form that is attached to the agenda.
- Grad Faculty Status and EPPC Status:
 - New faculty-Taryne Mingo, Paul Maddox, Bret Cormier, and Shari Scott were advised that they will need to submit their application for Graduate Faculty Status and EPPC Faculty Status.

Promotion/Tenure Committee

Jef Cornelius-White and Linda Garrison-Kane have agreed to co-chair the Promotion/Tenure Committee (replacing Bob Watson who retired). After discussion it was agreed that a third party from EAD would serve on the committee and that representative will be Bill Agnew.

TaskStream:

James Sottile was recognized who discussed the Task Stream process which is to build rubrics and tag them to the standards. All task stream support will be through James Sottile's office. Any program coordinator who seeks James' help should get with Leslie Champagne (James secretary) and schedule a meeting.

Additional Discussions:

Due to lack of time the following items were postponed until the September meeting. Faculty were asked to review the documents for discussion in September.

- D-1, Summer School Teaching Funding Taskforce
- D-2 , Instructor Guidelines Task Force
- Research Active
- COE Plan for Prioritizing Position Requests.

The meeting adjourned at 3:45 pm.