

## **Minutes: CLSE meeting – February 6, 2013**

Members attending: Bill Agnew, Paul Ajuwon, Tamara Arthaud, Paul Blisard, Gilbert Brown, Paris DePaepe, Marci Dowdy, Kim Finch, Tamara Flores, Linda Garrison-Kane, Joseph Hulgus, Cindy MacGregor, Mary Maloney, Jim Matthews, Belinda McCarthy, Gerry Moseman, Kristi Perryman, Ian Shadrick and Robert Watson. Members absent: Leslie Anderson, Jef Cornelius-White, Robin Farris and Linda Robbins. Guests present: Steve Jones and Cathy Pearman. Minutes by Judy Campbell.

1. A wonderful lunch (provided by the faculty in SPE and SAE) was enjoyed by all.
2. Dr. Arthaud recognized Drs. Cathy Pearman and Steve Jones from RFT who were present to answer any questions the faculty had regarding the two new proposed programs, Master of Science, Teaching and Learning and Specialist in Education, Teacher Leadership. Discussion followed with several points of concern expressed by the departmental faculty. The faculty asked that the disclaimer “does not lead to certification in school administration” be added to all publications regarding the programs.

### **Approval of minutes**

A motion was made and seconded to approve the minutes of the December 5, 2012 meeting with the letter p capitalized in DePaepe and Dr. Jane Doelling’s name listed second as it appears in the article in item 3 under Scholarly Accomplishments. Motion carried.

### **Scholarly Accomplishments**

1. Kim Finch – article accepted for publication in *The Rural Educator*: If we get you, how do we keep you? Problems with recruiting and retaining rural administrators. (national peer-reviewed journal)
2. Kim Finch – peer-reviewed presentation at Hawaii International Conference on Education: *Teachers’ Perceptions About Their Supervision: The Observation Ability of Principals*.
3. Gilbert Brown – recognized in Equity & Excellence in Education for his work as a reviewer for this national peer-reviewed publication.

### **Old Business – Information Items**

1. Faculty were reminded that their Faculty Annual Reports are due February 11. Dr. Arthaud asked that an electronic copy be sent to both her and Judy.

### **New Business – Information Items**

1. There will be an open workshop presented February 19 from 3:30-5:00 in CARR Auditorium entitled “Retention & Student Learning: Everybody’s Business”.
2. Student Affairs in Higher Education Graduate Recruitment Weekend is coming up on February 28-March 2. The 7th cohort in the program will start fall 2013 with the recruitment weekend being in its fourth year
3. Graduate recruitment booth. Dr. Arthaud will be manning the booth and asked that each program wishing to have their program brochures available in the booth send them to her.
4. Regional Braille Challenge will be held on March 2 from 9:30 am – 4:30 pm. The challenge will be conducted by Aundrayah Shermer, Ian Shadrack and Paul Ajuwon.
5. The Multicultural Education Workshop will be held on February 15 from 9:30 am to noon in the Crystal Room. This is open to all faculty.
6. Library Funds – Kim Finch announced that the department had over \$4,000 available to purchase periodicals, etc. Please send all requests to Kim for her submission to the Library.

#### **Discussion Items –**

1. Dr. Watson announced that he would be sending out the proposed promotion/tenure document that has been created by the Promotion/Tenure Committee. He asked that each faculty member review the document and forward any suggested changes or concerns to him.
2. Dr. Watson stated at the current time the department does not have guidelines for promotion/tenure for the position of a clinical instructor. The committee has drafted a document that will be sent to each faculty member via email for them to review. Suggested changes or concerns may be addressed to Dr. Watson.
3. Enclosed with the agenda is the GA request form for the summer. Each program wanting to submit such a request should send it to Dr. Arthaud no later than Monday, February 11.
4. Support for Fall/Spring GA assignments - there does not seem to be a policy for dividing the GA’s among the departments in COE. Such a policy will be up for discussion at the next Administrative Council meeting. Any suggestions may be forwarded to Dr. Arthaud.
5. Development of internal “climate” survey – Dr. Arthaud announced that department heads have been asked to create a “climate” survey for their respective departments. Such a document, as created by Dr. Arthaud, was included with the agenda. Faculty were asked to look the document over and send their likes/dislikes to her.
6. Consider nomination of student for Woman Student of Distinction Award. The University is requesting nominations for female students to be nominated to receive the Woman Student of Distinction Award. Any faculty member knowing a female student that would fall in this category should submit the nomination to Shannon Wooden by February 15.

Action Items –

### 1. Program/Course changes

**EAD** - A motion was made and seconded to approve the following course proposals from EAD:

New Courses - EAD 745, 746, 772 and 883.

Course Changes – EAD 752, 753, 782, 784 and 882.

Program Changes:

Master of Science in Educational Administration – Elementary

Master of Science in Educational Administration – Secondary

Specialist in Education – Educational Administration (Elementary)

Specialist in Education – Educational Administration (Secondary)

Specialist in Education – Educational Administration (Superintendency)

The changes are a result of new DESE guidelines and alignment with NCATE requirements.

The motion carried.

**SAE** – A motion was made and seconded to approve the course deletions for the following courses in SAE which are no longer being taught within the program.

EAD 755, SAE 756 and SAE 757.

The motion carried

**SPE** – a motion was made and seconded to approve the following course proposals from SPE.

New Courses – SPE 530/730, and SPSE 733.

Course Changes – SPE 607, SPE 709, SPE 712 and SPE 750.

Program Changes:

Certification-Blindness & Low Vision

Graduate Certification – Orientation and Mobility Emphasis

Masters in special Education – Blindness and Low Vision

## Masters in Special Education – Orientation and Mobility Emphasis

The motion carried.

2. Nominate faculty member for possible election to the Faculty-Student Judicial Commission (FSIC).

Bill Agnew volunteered to be placed on the ballot for possible election to the FSIC.

### 3. Faculty Senate Committees – Department Elections

At this time every year each department is requested to submit faculty names to be placed on the Faculty Senate ballot for election to the Senate. Faculty names to be nominated in the respective ranks are listed below:

Associate Professor – Bill Agnew  
Instructor- Marci Downy  
Clinical Instructor – Michael Goeringer

### Committee Reports

1. COE Budget Committee – attached to the agenda is a copy of the minutes from the Budget Committee.

2. Faculty Senate – none

3. Graduate Council – none

4. College Council –none

5. BSED – none

6. PEC - none

7. COE Faculty Advisory Committee – none

8. Other –

The faculty returned to their concerns regarding the two new proposed programs by RFT. Discussion followed with the faculty agreeing to send the following concerns to Dr. Hough and Dr. Pearman:

“The Department of Counseling, Leadership, and Special Education supports the concept of MSED: Teaching and Learning and EdS: Teacher Leadership degrees as a means of increasing

enrollment and providing district-level professional enhancement. However, the faculty members of the CLSE Department have a variety of concerns, including the following:

- 1) SWOT analysis data has not been presented to support the needs, costs, etc. for these programs;
- 2) Fully developed program proposal with complete syllabi, budget analysis, needs assessment, resources assessment, and faculty alignment has not been provided;
3. Proposed model of implementation is not clear in terms of faculty qualifications, resources allocated, and recruitment efforts;
4. Entire new program proposal, new course proposals, and documentation required by Governance have not been completed.

Our department recommends the governance process be followed with integrity to ensure program quality prior to moving this proposal forward. As presented in its current form and with current documentation, the Department of Counseling, Leadership and Special Education does not support the program proposals for MEd: Teaching and Learning or the EdS. Teacher Leadership.”

Meeting adjourned at 1:20 pm.