

Minutes
Dean's Administrative Council
College of Education
UCOM 3619
10:00 AM – 12:00 PM, October 22, 2012

Members Present: Dr. Richard L. Hayes, Dean; Dr. Phillip Feldman, Associate Dean; Leadership and Teacher Education; Thomas L. Chilton, Associate Dean; Dr. Harold Dodge, Chair, Leadership and Teacher Education; Dr. Frederick Scaffidi, Chair, Health, Physical Education, and Leisure Studies; Dr. Brenda Litchfield, Interim Chair, Professional Studies; Dr. Peggy Delmas, Director, Student Advising; Dr. James Van Haneghan, Director, Assessment and Evaluation; Dr. Andrea Kent, Director, Field Services; Dr. Christopher Keshock, COE Faculty Council Representative; Dr. Abigail Baxter, Director, Graduate Studies and Research; and Dr. Charles Guest, Interim Associate Vice President for Institutional Research and Dr. Wanda Maulding, NCATE Director, was absent.

Dean Hayes called the meeting to order at 10:00 a.m.

1. Information Update
 - a. Faculty Searches – to replace Cathy O’Keefe in Leisure Studies for fall of 2013 has been tentatively approved. Dr. Kent is completing a search for a third person in the role of Clinical Supervisor for LTE. The search continues for an assistant professor of counseling psychology in Professional Studies.
 - b. EDL Ed.D – The proposal for this new doctorate was unanimously approved by the Curriculum Committee. Following administrative approval , it will now go to ACHE on November 21st.
 - c. Graduate Students by Program – Fall 2012 – When comparing fall enrollments years 2006 forward, enrollment dropped until ’09 and has since been modestly increasing.
2. NCATE —A meeting of the NCATE Steering Committee and school partners is scheduled for November 1st to review our final report. The College Assessment Team is meeting monthly to try to fill in some missing pieces in our report to NCATE. The University is currently looking at i-Rubric which will sit inside of SAKAI to help with disaggregating the data.
3. Global Scholar – Free from the State, this system can be used for formative performance assessment. This is the first of a four year pilot trial for the State and, depending on how many schools adopt it. Student teachers should at least become familiar with it in methods classes.
4. Student Liability Insurance – Connie Cook from the Risk Management department addressed the committee regarding student insurance covering field experiences. The University has been self insuring its professional liability since 1986 for health care side only. The trust fund agreements have now been amended to include all student activities under the professional liability coverage. Rick Shaffer in Student Accounting can help us with how fees may be applied for students taking several courses requiring liability coverage before reaching candidacy. Although teacher education students participate in the AEA program, the University plan may prove to be a cheaper and enforceable option for non-certification students. All options will be further reviewed for how each course/student can best be covered.

5. JagMail – The University is moving from Groupwise to JagMail. Everyone may now make the transfer at their convenience. G, Mike and Tim are available to assist with this transfer.
6. Credit Hour Estimates are now required for every course. Either the chairs or their appointees must review every course to determine how well it satisfies the requirements for the number of credit hours awarded for each class. This review should be completed and reported to the dean by December 1, 2012.
7. USA Day – Dr. Delmas reported that there was a lot of interest in Early Childhood Education, Athletic Training and Exercise Science at the recent USA Day. Dr. Delmas also reported on her recruiting trip to five major cities around the state. She distributed a breakdown of the programs students in which students are interested and provided program coordinators with a list of these students with contact information.
8. QEP— The Quality Enhancement Plan is about team based learning. Several faculty have expressed an interest in becoming involved. This subject was tabled until the next meeting.
9. Revised Clicker Policy – USA has adopted a new platform with regard to clickers used in classrooms. I-Clicker was found to provide the most flexibility and comes with an app. Students can buy a clicker at the bookstore for \$25. The College already owns over 100 clickers that work with the smart boards for any room in the COE.
10. Development Program for Department Chairs – THE SVPAA is in the process of developing a half day seminar for next summer for Chairs.
11. Other
Dr. Chilton has the Bulletin ready to be distributed for updating and corrections.