Educational Studies Faculty Meeting
August 21, 2014


I. Call to order and approval of April 11, 2014 faculty meeting minutes:
Dr. Cox called the August faculty meeting to order. Motion was made to approve April faculty meeting minutes as submitted.

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<th>Motion:</th>
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<tr>
<td>Robert Erk</td>
<td>Sandra Murray</td>
<td>Minutes approved</td>
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II. Faculty Celebrations, Accomplishments, or Activities:
A. Congratulations to Joyce Swan for her recent award of tenure and promotion.
B. Congratulations to Clinton Smith for being awarded the Kiwanis Louisiana-Mississippi-West Tennessee District Teacher of the Year.
C. Congratulations to Beverly Hearn for her successful ACCESS grant week-long seminar in which 24 middle and high school teachers from nine counties in northwest Tennessee participated.
D. Various other faculty members’ accomplishments and/or celebrations were recognized.

III. Announcements:
A. Faculty members interested in the Coffey or Cunningham award need to advise chair by September 1. Nominations are due to dean by September 23, 2013.
B. All faculty members must participate in one of the following: SOAR (returning to one day), Fall Preview Days (October 4 and November 15), Spring Preview Day (TBD, one day in March), or Honors Day (TBD, in spring). Sign-up sheet is on Tarica’s door.
C. All faculty members must attend one Commencement every year.
D. Six percent tuition increase but 4% projected enrollment decrease ($1.5 million).
E. New emergency contact forms if there is a change in information.
F. Send office hours, fall syllabi, and updated vitae to Tarica.
G. Any issues with technology/equipment in classrooms – notify Help Desk first and, if no response, call James Copeland at 3919.
H. Beginning upgrades in projectors – moving to laser projectors, so eventually there will be no VCRs.
I. Post SOAR advising – help students register, help keep them from feeling discouraged, remind them that some currently closed classes will reopen the first week of classes – all employees must be proactive in keeping students.

J. Review summer course offerings and determine what we can do to get more students enrolled during the summer and what they need to have offered to keep them on track with degree programs – plan 2-3 years in advance.

K. Four-year plan for majors – on website – Jenny Hahn.

L. Submit all fall syllabi to the UTM Library.

M. UT System Initiative – Closing the funding gap based on a 3% tuition increase annually, UTM will have an annual shortfall of $7 million by the tenth year. Three Es: 1. Effective – demonstrate return on investment; 2. Efficient – potential restructuring; 3. Entrepreneurial – ways for department to make money (no certificates).

N. New name for the Student Success Center – Student Services and Success (SSS) Mentoring Center.

O. Weather make-up policy – Faculty must include something on syllabus about any requirement to make up missed classes if and when they occur. This make-up time cannot conflict with other classes and must consider the fact that many of our students are employed. Examples include using Blackboard and stating that the time will be made up at a time agreed upon by the class.

P. 2014 NCTQ Results for UTM – Graduate Elementary - #345 (394); Graduate Secondary - #57 (406).

Q. New Policy on Student Payments.

R. New Policy on Use of University Property and Use of University Property by Non-Affiliated Persons for Free Expression Activities.

S. Little Hatch Act – concerns political activity by state employees.

T. Faculty members need to contact Nathan Morgan (University Relations) at 7625 to schedule an appointment for a picture for our departmental website.

U. Department of Educational Studies Faculty Senators:
   4. Suzanne Maniss (2016)
   5. Terry Silver (2017)

IV. Departmental Committee and Faculty Senate Reports:

A. Undergraduate Curriculum Committee: None

B. Graduate Curriculum Committee. The following curricular changes were presented:
   1. GRE scores changes for admission. Applicants must meet the following minimal GRE General* scores. (a)GRE Verbal plus GRE Quantitative = 285. (b) Minimum GRE*-General scores – Verbal plus Quantitative = 300. (c) Minimum GRE*- General scores – Verbal plus Quantitative = 285. Motion was made to accept this change.

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<td>Becky Cox</td>
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2. Revision to TCED 791 (name change) from Master’s Research Project to Master’s Culminating Experience

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3. Add EDFN 711 – Data Driven Decision – Making in Education (3) This course applies fundamental knowledge of assessment using project-based learning. Course content includes a review of current school assessments and technology used to support data driven decision-making. Also included is the analysis, interpretation, and reporting of assessment data to inform curriculum and instructional practices based on the needs of student and educators.

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C. Bylaws Committee - None
D. Scholarship Committee - None
E. Technology Committee - None
F. Faculty Senate Report – None

V. Old Business: None

VI. New Business:
A. Departmental committee rotations: All faculty members who rotated off in July agreed to serve another three years.

B. Department of Educational Studies Strategic Plan Committee – must identify five top priorities for System’s five goals:
   1. Enhancing Educational Excellence; have 2. Expanding Research Capacities;
   3. Fostering Outreach and Engagement; 4. Ensuring Effectiveness and Efficiency; 5. Advocating for the University of Tennessee. The department must have three or four goals for each. These have to be submitted to Dr. Seng. After much discussion this was tabled until October 2014 faculty meeting, in order to give CAEP standards committees the opportunity to recommend goals. Committee must report back to Dr. Cox.
C. Two students for Dean’s Student Leadership Team: Faculty gave Dr. Cox the names of three students for Dean’s Student Leadership Team. (1.) Mary Rachel Sanford, (2.) Hailey Smith, (3.) Winston (Max) Turner.

D. Promotion Committee for Betty Cox (at least three members at the full professor level or higher). Dr. Virginia Esch has agreed to chair this committee.

E. The chair reminded faculty members to get the word out to their students to purchase Live Text and to give a final date for them to do so.

VII. Adjournment: Motion to adjourn faculty meeting.

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