Educational Studies Faculty Meeting
March 21, 2014

Present: Becky Cox, Betty Cox (chair), Texas Culver, Karen DiBella, David Dietrich, Robert Erk, Ginny Esch, Kathy Evans, Louis Glover, Beverly Hearn, Mark Hewitt, Patricia Hewitt, Sandy Murray, Ramona Nelson, Tammie Patterson, Clinton Smith, Joyce Swan, Cherry Watts, Kimberly Williams, Michael Poore, Staci Fuqua, Jenny Hahn, Tarica Coble

I. Call to order and approval of February 21, 2014 faculty meeting minutes: Dr. Cox called March faculty meeting to order. Motion was made to approve February faculty meeting minutes as submitted.

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<th>Motion</th>
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<tr>
<td>Patricia Hewitt</td>
<td>Cherry Watts</td>
<td>Minutes approved as submitted</td>
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II. Faculty celebrations, accomplishments, or activities: Various faculty members’ accomplishments and or celebrations were recognized.

III. Announcements:
A. Registration begins on March 24 for Maymester, summer and fall.
B. The pass rate for the Praxis for 2012-13 traditional completers was 89%. Rates for the previous four years are as follows: 2011-12 – 92%; 2010-11 – 98%; 2009-10 – 92%; 2008-09 – 93%.
C. Dr. Cox still needs schedules from some of the non-tenured faculty so that observations can be arranged. Please submit these no later than March 28. Additionally, please be reminded that ALL faculty members must schedule a time for the performance and assessment meeting. The sign-up sheet is on Tarica’s door. Yearly documentation must be submitted to Dr. Cox at least 24 hours prior to the meeting either by hard copy or through the Blackboard course.
D. Spring Preview Day is March 22. Those who are scheduled to work are: Kathy Evans, Karen DiBella, Robert Erk, Clinton Smith, and Kim Williams. There will be a brief meeting with these faculty members following the faculty meeting.
E. Fall textbook orders are due by April 11.
F. The Beta testing of Banner course statistics previously being completed by Brandy Cartmell is being eliminated.
G. Please be reminded that, pursuant to Section 2.10.3.2 of the Faculty Handbook, all faculty members must report any academic dishonesty incidents to Joe Henderson, the student conduct officer. He must have the name of the student, the nature of the incident, and the action taken by the faculty member.
H. A copy of the article entitled “Google Announces an Online Data Interpretation Class for the General Public” was provided to each faculty member.
I. Please be reminded that a travel request form must be completed and provided to Tarica before any trip, regardless of what department is funding the trip.

J. Laurie Green, an administrative support assistant, will be available most afternoons (1:00-5:00) to assist faculty members for now.

IV. Departmental Committee and Faculty Senate Reports:

A. Undergraduate Curriculum Committee:
   Dr. Patricia Hewitt (committee chair) made recommendations from the undergraduate committee for three curricular changes to be voted on by the Educational Studies faculty. Lots of discussion on each curriculum request before vote.
   1. Admission to Teacher Education:
      Praxis I (PPST) is being phased out and will no longer be administered by ETS. (CORE)(Core Academic Skills for Educators test) will replace the Praxis I in April 2014. A motion was made to replace all references in the catalog of “Praxis (PPST) to “CORE (Core Academic Skills for Educators)”.
      
      | Motion | Second | Vote |
      | Committee | Cherry Watts | Motion Approved |
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      |

   2. Recommendation from committee to drop the requirement “complete all courses requiring admission to the teacher Education program with a grade of C or higher. A student earning a D or an F in a course requiring admission to the Teacher Education Program must retake the course”
      
      | Motion | Second | Vote |
      | Committee | Sandra Murray | Motion Approved |
      |
      |

   3. Recommendation to add a Non-Licensure Option to PreK – 3 Licensure. Several faculty members had some reservations about this option and after a lot of discussion and questions this recommendation and vote was tabled until a later date.

B. Graduate Curriculum Committee: None

C. Bylaws Committee (Cherry Watts, Beverly Hearn, Clinton Smith, and Sandy Murray) – Committee met before faculty meeting to amend the departmental bylaws to reflect that the PPST is now the CORE. Recommendation from committee was presented to faculty for a vote.

| Motion | Second | Vote |
| Committee | Sandy Murray | Motion Approved |
D. Scholarship Committee – Faculty should be receiving scholarship materials from Dr. Hearn on Blackboard.

E. Technology Committee – All Educational Studies classrooms need technology connections to be updated. Tarica will contact responsible people to see if we can get this done.

F. Faculty Senate Report – Dr. Cherry Watts presented a power point presentation to faculty members on Tennessee Promise. Cherry and Dr. Murray gave handouts to faculty. They encouraged faculty to write legislators about how some of these changes would affect UTM.

Old Business:
A. Department of Educational Studies strategic plan – Terry Silver and David Dietrich: David Dietrich informed faculty that he and Terry Silver need updates to technology last year and this year. This includes information on all Technology in our classrooms. Faculty members should provide the information to Dr. Dietrich, (Elmo’s, Smart Boards, (ECHO). Tarica will check this out. The goal is to have this information available at the next faculty meeting since the strategic plans must be voted on at April faculty meeting.

B. COP Database – This item was discussed at the October, 2013 faculty meeting and additional information was disseminated via email. Every employee is responsible for entering his/her data into the database no later than June 30 for the period beginning July 1, 2013 through June 30, 2014. The purpose is to show the value that UTM employees have to the community. Reports will be produced by institution as well as by department. Service learning and other course requirements are not applicable.

V. New Business
A. The following additional information is needed to submit to SACS (from Stephanie Kolitsch):  
   “CS 3.3.1.1 (academic programs, affecting academic units): We need further evidence to demonstrate that we are assessing educational programs on a regularly scheduled basis and that assessment includes student learning outcomes, benchmarks for “success,” analysis of data, and improvements based on that analysis. We are off to a very good start, but we need to establish the “regularly scheduled basis” – in other words, we need to provide longitudinal data. What we need: We will need to know what schedule each department is using to assess their student learning outcomes (remember we don’t have to assess every SLO every year, but we do need to assess all SLOs within a reasonable time period) AND we need this year’s data.” Michael Poore gave a power point
presentation showing a form to document how faculty members are using student learning outcomes as a basis for assessment. Every faculty member must complete the form for each course taught and send these to Tarica no later than May 6. Results will be compiled and submitted to Stephanie Kolitsch as the department’s response to SACS.

B. EDLD Admissions Committee – Becky Cox to replace Betty Cox.

C. Appeals Committee – the faculty needs to elect two additional members and replace Joyce Swan. At present, Tammie Patterson (July 2015) and Joyce Swan (July 2014) are on the committee with Michael Poore as an ex officio member. Dr. Kimberly Williams and Dr. Karen DiBella volunteered to serve on the Appeals Committee. The committee needs to develop specific guidelines for appeals so that the faculty can vote on these at the April meeting and include these on our website.

D. Shelby County Schools New Teacher Effectiveness Summit: Kathy Evans attended this summit and shared with faculty what she had learned. Kathy provided handouts to faculty members.

E. Problem with Banner: Students are being allowed to register for courses concurrently with other courses that require pre-requisites, such as TCED 302/305 and TCED 340/350. Jenny Hahn stated that she had discussed this issue with Sandra Brackett and that the problem stems from Banner Baseline.

F. Sandy Murray stated that disposition forms need to be examined to see if there is a procedure. This will be added to agenda in April.

VIII. Adjournment:

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<td>Clinton Smith</td>
<td>Sandy Murray</td>
<td>Meeting adjourned at 11:40 am</td>
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