Department of Educational Studies
Faculty Meeting
October 8, 2010 (Gooch 233)

Present: Becky Cox; Betty Cox; Texas Culver; David Dietrich; Robert Erk; Kathy Evans; Robert Hartshorn; Beverly Hearn; Jeffrey Hewitt; Patricia Hewitt; Tammy Patterson; Beth Quick (chair); Suzanne Maniss; Sandra Murray; Michael Spaulding; Joyce Swan; Gwen Tomlin; Cherry Watts; Crystal Whitlow; Michael Poore; Staci Fuqua; Kristy Crawford.

I. Meeting Called to Order: Dr Quick called October 8, 2010 Faculty Meeting to order.

II. Approval of Minutes for August 26, 2010 and September 10, 2010 faculty meetings minutes. Motion was made to approve these minutes.

Motion: Patricia Hewitt Second: Suzanne Maniss Minutes Approved

III. Celebrations, Awards, Recognitions
   A. Suzanne Maniss – Faculty Development Grant (European Branch of the American Counseling Association – Germany).
   C. Kappa Delta Pi – initiation on October Thursday, Oct. 21 (6 pm) in Gooch 233.
   D. Cherry Watts – Presenting at the NMSA 37th Annual Conference in November.
   E. Beth Quick and Joyce Swan – Presenting at the NAEYC Conference in Anaheim, California in November.

IV. Announcements
   A. Teacher education interviews are scheduled Oct. 18-22. Each faculty member should volunteer a minimum of 3 hours. Indicate time/date preferences on papers displayed on Tarica’s office door.
   B. Verify accuracy of spring schedule and Maymester in Banner (use Web Report option).
   C. Summer schedule requests should be submitted to Dr. Quick no later than Friday, October 22. Indicate whether courses you request are to be offered in summer 1, summer 2, or full summer sessions as well as preferred dates/times for face to face course offerings.
   D. Mid term grades must be entered for all undergraduate students later this month.
   E. Insurance enrollment forms must be submitted no later than Friday, October 15.
   F. Textbook orders for spring should have been submitted by October 1. Please submit textbook orders for Maymester and summer courses asap.
   G. Stimulus funds requests for the 2010-11 academic year should be submitted no later than Friday, October 29, 2010, at 4 pm. Submit electronically to Tarica Coble and Dr. Quick.
H. COEBS Newsletter items – complete form and submit by end of today’s meeting.
I. Holly Hopper – student teacher involved in traffic accident

V. Presentation by Library Staff (Marlow Peters and Karen White): Marlow and Karen are both Outreach Librarians for offsite campuses as well as Martin campus. They each spoke to faculty about all resources available to faculty and to students. At this time they have stimulus funds to order (books, DVD’s, E-books) for Education faculty. Faculty should contact either of them with requests or submit request to Dr. Beverly Hearn. They gave faculty different web sites that might prove to be helpful to faculty and/or students.

VI. Updates
A. 1. NCATE Update: Michael Poore gave an update on NCATE visit. Teams will be on campus at 1:00 on November 14th and leave by 7:00 on November 16th. There will be 3 representatives from the State and these three can ask NCATE questions, but they do not vote on accreditation.
2. Michael and Dean Hall have agreed on a Poster Presentation for NCATE visit that will be on November 14, 2010 from 5:00 – 7:00. See Attachment 1

B. Field Experiences and Student Teaching: Staci Fuqua updated faculty on field experience and student teachers. At this time 44 students are scheduled for interviews. Staci will send emails to the faculty as a reminder of date and time they signed up to help with interviews. At mid-session we have 85 student teachers and 133 student applications for spring (5 in Nashville, 5 in Memphis and the rest local). Staci gave faculty the Assessment Data Collection Deadlines for NCATE for advanced and initial programs. See Attachment 2

VII. Old Business: None

VIII. New Business
A. Promotion and Tenure Committees and Faculty Search Committees: Each faculty member received a list of all who will serve on each promotion and tenure committee and the Faculty Search Committees. Chairs of each committee will be decided by the committee. Names of committee chair must be turned in to chair. Motion was made to approve committee members as presented with Suzanne Maniss added to Betty Cox’s promotion and tenure committee and Vanessa Bright added to the SPED Search Committee.

Motion: Beverly Hearn  Second: Sandra Murray  Motion Carried
B. Honors and Awards Committee (guidelines/criteria needed). The departmental Honors and Awards Committee will work to create guidelines/criteria for departmental honors or awards. This timeline is by January or February.

C. GRE Exam – revised scoring/admissions requirement: Effective Fall 2011 semester the GRE scoring and admission requirements will be revised by ETS. Kristy Crawford presented the new scoring and admission requirements. Motion was made to keep old scoring and admission requirements in catalog and add the new GRE scoring. See attachment 3

Motion: Patricia Hewitt  Second: Betty Cox  Motion Carried

D. Faculty Evaluation Criteria: A scale of 1-5 scoring for Faculty Annual Reviews for P & A review is now being used. Several faculty members have expressed the desire for creation of a departmental rubric to guide the department chair in objectively assigning scores of 1-5 for faculty. Dr. Quick requested faculty volunteers to assist in creation of a scoring rubric. Dr. Quick requested that volunteers contact her.

IX. Departmental Committees
   A. Undergraduate Curricular changes for 2011-2012 catalog;
      1. Spanish education curricular change: Students pursuing Spanish (7 -12) licensure require stronger skills in the foreign language to be adequately prepared to pass the PRAXIS exam. Motion to remove Spanish 350 and replace with Spanish 420 since Spanish 350 is taught in English and Spanish 420 is taught in Spanish. See Attachment 4

Motion: Betty Cox  Second: Suzanne Maniss  Motion Carried

2. Curricular changes for TCED 302/305 (combined). Motion was made to note field experience required for both courses in the catalog. A minimum of 15 hours of field experience is required for TCED 302. Field experience required for TCED 305. These are not new requirements. Motion is to print requirements in catalog course description. See attachment 5

Motion: Betty Cox  Second: Patricia Hewitt  Motion Carried

3. Curricular changes for SPED 440/640 (combined). Motion was made to require Coreq or Preq of TCED 302 for SPED 440 and Coreq or Preq of TCED 780 for SPED 640. See attachment 6

Motion: Kathy Evans  Second: Joyce Swan  Motion Carried
B. Graduate Curricular changes for 2011-2012 catalog:

1. Counseling curricular changes: A motion was made to accept all counseling program changes required to change credit hours for degree from 48 credit hours to 60 credit hours as recommended by CACREP and required for licensure. COUN 748 will also be a requirement for school counseling option. See attachment 7

   Motion: Sandra Murray Second: Becky Cox Motion Carried

2. Curricular change TCED 780: A motion was made to revise course description to require a minimum 15 hours of observation. See attachment 8

   Motion: Sandra Murray Second: Patricia Hewitt Motion Carried

C. Other Committees: None

D. Faculty Senate report: Top five candidates for UTM president have been identifies.

X. Miscellaneous:
   A. Dr. Quick discussed how well the MMS partnership was going. She requested help from additional UTM student volunteers and announced that she would send an updated schedule.
   B. ITQ Grants ($75,000 Max) due next month. If faculty are interested in partnering with Art & Science faculty members please contact Beth. Some partnering faculty are needed

XI. Adjournment: Meeting adjourned at 12:30 p.m.

FACULTY MEETING DATES:
November 12
December 10 (Dr. Quick’s house)
February 11
March 18
April 15