Department of Educational Studies
Faculty Meeting Minutes
Friday, November 12, 2004, 9:15 a.m., 124 Gooch


Guest: Dan Pigg, Faculty Senate President.

1. Welcome and Celebrations
   Dr. Brenda Gulledge called the faculty meeting to order and welcomed the faculty. The following celebrations were announced: Dr. Patricia Hewitt was awarded Tennessee Science Teacher of the Year; Dr. Claudia Joplin has been invited to join the “The Society of Doctors”; Ms. Becky Cox will defend her doctoral dissertation on Tuesday, December 16; Dr. Ann Duncan gave a presentation in Kansas City this past month; Dr. Ginny Esch gave a presentation at a conference recently. Dr. Gulledge also announced that she has received a positive report about Dr. Cris Whitlow, and her mentoring at Sharon School.

2. Old Business
   A. Information regarding the Professional Education Council (PEC)
      Dr. Dan Pigg, Faculty Senate President, was in attendance to discuss this item. A document from Dr. Jim Petty was provided in the handout that outlined a proposal for restructuring of the PEC. It had been suggested that we send this item with changes to the Dean as a recommendation. Dr. Gulledge advised the faculty to see page 3 of the handout to see the changes Dr. Petty proposed.

      Dr. Kathy Evans recapped the discussion at the last faculty meeting regarding the PEC.

      Dr. Pigg previously found the document and shared it with the faculty. It was agreed that the PEC should be advisory only, and this proposal should have never gone through the Faculty Senate. However, since it has gone through the Faculty Senate, it must go through the Faculty Senate again to be changed. It must go through the PEC, then the Undergraduate Council, then to the Faculty Senate. He suggested that the department check with other colleges of education to see what they are doing in this regard.

      Dr. Frank Black asked why it must be sent through Faculty Senate when it was an error to begin with, since there is no guarantee that we will be any better off, that a correction will be made. He asked if there is a way in Parliamentary Procedure to correct the error rather than go through the senate. It was stated that changing this back in that way could set an inappropriate precedent for changing items.
Dr. Glenda Rakes stated that the PEC guidelines clearly spell out who should be on the Council and who should be voting. She stated that there seems to be people voting who should not be voting.

Dr. Pigg advised the faculty that the current administrative structure is different now, so it is not even like what is shown in the handout.

Dr. Esch expressed concern that policy is being made in the PEC and we are not being informed. She inquired, how do we find out? Minutes of the PEC are distributed.

Dr. Michelle Arant asked if items shouldn’t go through departmental faculty then the college then the PEC without the PEC being able to make changes to our program? (Yes) Dr. Cris Whitlow asked if there is a grievance procedure for this? (No)

Dr. Gulledge advised that this proposal would be reworked and sent to the PEC on Wednesday. Dr. Hall has indicated that she will support changing the PEC to an advisory group.

Dr. Black suggested that we check with Dr. (Tom) Rakes to see if we can have this matter corrected from top down rather than go up through senate. Dr. Glenda Rakes reminded the faculty that if the Dean already said she would bring this matter to the PEC on Wednesday, there is a miniscule chance that this will end on Wednesday, and we would not have to go through all of this. The faculty were also reminded that the proposal would be asking this group to give up their power, which is iffy at best, and if this fails on Wednesday, that we can still go forward. Dr. Pigg said that we will still have to send up a curriculum form change through the appropriate channels.

Dr. Evans again questioned who will be voting on this and if they are supposed to be.

Dr. Gulledge stated that she was hearing from the faculty that we want the dean to take care of this. The faculty responded yes.

Dr. Claudia Joplin asked, is the Dean going to bring this back to us? Dr. Joplin moved that we ask the Dean to take responsibility for this and bring it back to us, that Dr. Gulledge set up a committee to get together about this. This committee will get together to review this, type it, and that it be taken to the PEC on Wednesday. Dr. Black stated that we could be setting up factions, by not having all areas of the college represented. Dr. Gulledge reminded the faculty that our department was asked to bring a proposal to the Dean. Dr. Arant seconded the motion, and Dr. Esch called for the question. The motion carried. Drs. Joplin, Petty and Rakes were selected for the committee.

B. Tabled item from the October 1 faculty meeting: Discussion of TCED 302
Dr. Gulledge suggested that this item be tabled again, since Dr. Hewitt was not in attendance at that time. (Dr. Hewitt arrived a little later.)
3. New Business
   A. Civil Rights Conference - Dr. Kathy Evans
      The History Department and several organizations co-sponsor the Civil Rights
      Conference. Dr. Evans serves on the planning committee. The conference is
      scheduled for Monday through Saturday, February 21 through 26, with the
      culminating event on Thursday. The committee requested that she ask faculty to
      consider releasing classes so the students can participate, or if an event is at a time
      other than class time, to consider giving extra credit. The faculty were reminded that
      this event is important especially since the cross cultural experience has been
      discontinued.

      Dr. Gulledge also asked the faculty that if they planned to do this, and put it in their
      spring syllabi, to please give her a copy to add to the documentation for diversity.
      Dr. Black added that it would be suitable for the students to use in their portfolios,
      also.

   B. Library Book Request – Ms. Rhonda Shanklin
      Ms. Rhonda Shanklin advised the faculty that, thanks to Dr. Tom Rakes, the
      departments have more money to spend for print material and AV items at the Paul
      Meek Library. She asked the faculty to please make suggestions or recommendations
      for these items through her for the Library. She reported that we sometimes have
      unspent funds at the end of the fiscal year, and that it would be better if it is spent.
      The Library notifies the faculty member that the item is in. Ms. Shanklin asked the
      faculty to give her the requests no later than the end of February.

4. Reports:
   A. Undergraduate Curriculum Committee – Dr. Ken Vogler (Dr. Patricia Hewitt)
      Dr. Hewitt explained the curriculum changes that had become necessary due to
      changes in the terminology and guidelines from the state. The K-6 program has
      changed because a Human Learning major is no longer being allowed. She and Jenny
      Hahn have put together a program to cover all areas. The program will now be called
      Integrated Studies K-6. It still meets all gen ed requirements. English 260-261 has
      been added, as well as economics and geology. No education courses were cut. Dr.
      Black moved to approved the changes, Dr. Arant seconded the motion, and the
      motion carried.

      Dr. Arant brought a curriculum change proposal to the faculty regarding the Special
      Education program, primarily to meet the directive to get programs down to 120
      hours. She said that she and Dr. Whitlow had surveyed advisees and recent graduates
      to see what courses they had taken that were most helpful, or that they felt were
      necessary and what were the least helpful. She said they were proposing a Pre-K
      through 12 certification, rather than choosing between Pre-K through 3 or K-12 in
      special education. This would give them two certifications. The program also is as
      close as possible to the K-6 program so that they are able to take another couple of
extra classes and get a gen ed endorsement as well. The program as proposed is 123 hours.

Philosophy has been removed because it is no longer part of the gen ed requirements. It is proposed to remove TCED 303 because the material on assessment is covered in the special education assessment course. Dr. Black asked if the students would be teaching only special ed with the licensure. Dr. Arant said that they would. In order to get the hours down to 123 they removed repetitious classes. Two CFS courses were removed, but there are so few students in these classes, it should not be a major impact on Family and Consumer Sciences. Several SPED classes were added so all areas should be covered appropriately. An elective was also added, specifying the elective should be chosen from TCED 475, TCED 450, and LIBS 451. Dr. Evans asked that someone contact FCS so they were aware this was being proposed, and also asked if there would be a field experience component. Dr. Arant indicated that there would be a field experience and that she had talked to Ms. Barbara Hutcherson and Ms. Jenny Hahn regarding this, and on the restrictions as to where the candidates would be placed.

Dr. Black reiterated that if the students were going to do an add-on, they would need to take TCED 303. Drs. Arant and Whitlow informed the faculty that Ms. Jenny Hahn tells the students what courses they must take to get an add-on, according to state regulations.

Dr. Hewitt moved for approval of the proposal, and Dr. Joplin seconded. Dr. Esch called for the question, and the motion carried.

B. Graduate Committee – Dr. Kathy Evans
Dr. Evans said that there was nothing to report at this time

C. Faculty Senate – Dr. Frank Black, Dr. Ann Duncan, Dr. Ginny Esch, Dr. Robert Hartshorn
Dr. Esch said that the senate was currently working on disparity in salaries. Dr. Pigg would send a letter out electronically that was written by the faculty senate at UT Chattanooga addressing this item.

Dr. Gulledge reminded the faculty that Drs. Duncan and Esch would rotate off the senate at the end of this academic year, so the department must elect two senators to replace them. Ballots would be placed in faculty mailboxes and should be returned to Kristy.

5. Three-Year Plan
The Three-Year Plan was distributed to the faculty earlier in the week. The faculty were asked to look at it, and make suggestions for what the department might need to add or change.
6. **UTM Educational Studies Gift Fund/UTM Secondary Education Gift Fund**  
Dr. Gulledge announced that the department had a gift fund totaling $2,358, and a Secondary Education gift fund totaling $828. She asked the faculty to think about something we could purchase with these funds, and that we could send notes to contributors to thank them for the item(s) purchased with these gift funds.

7. **Summer Classes**  
Dr. Gulledge advised the faculty that the department would have no guaranteed classes in the summer.

Dr. Evans said that she was very concerned regarding TCED 341 ands 351, that we have tried to offer these classes, but had low enrollments and would have to cancel them. She asked if the department could possibly discuss alternatives soon. Dr. Gulledge responded that they could.

8. **Other items**  
A. Comprehensive vitae for Academic Affairs are due by January 15.
B. Wellness Wednesday, November 17, 2004 (Specific information in handout)  
   Dr. Gulledge encouraged the faculty to participate.
C. Online Course Effectiveness Subcommittee Recommendations (Specific information in handout, feedback should be given directly to Dr. Tommy Cates.)
D. Digital copier (Consideration is being given to the purchase of a digital copier. The cost is about $10,500, which would be paid through a five-year, interest-free loan. Additional information in handout.)

9. **Adjournment.**  
Dr. Ann Duncan moved for adjournment, Dr. Hewitt seconded the motion and the meeting was adjourned.