Educational Studies & Secondary Education  
Department Meeting Minutes  
March 4, 2013  
MCHS 1148 at 3pm

Attending: Ralph Feather-Department Chair, Debora Krum-Note taker, Nancy Bauer, Mark Bauman, Richard Beierschmitt, Denise Coy, Denise Davidson, John Grabert, Larry Maurer, John Murtin, Geoffrey Palmer, Michael Patte, Michael Ruffini, Robert Rupp, Nancy Ryland, Thomas Starmack, Viola Supon, William Simpson

COE Restructuring Alternatives:  
Michael Patte provided a recap of the discussion that took place with the Provost. The meeting covered how the restructuring is unfolding, concerns and the proposals that were presented. She was receptive and will talk to the President and we will hear from the Dean at a later date.

Course Revisions and Program Sheets:  
EDFOUND 406 has been approved by COECC and will be presented at the GEC meeting. EDFOUND 206 has been approved but will wait for the GEC meeting pending approval of SPECED 275. The program sheets are complete and approved by the curriculum committee.

BOLT Archiving of Old Courses:  
Nancy Bauer explained the need to archive BOLT. A copy of an email explaining the options was provided. A discussion regarding the length of time data is to remain available was followed by Nancy Bauer’s motion that the archive should be 3 years seconded by Tom Starmack and approved by a majority.

Travel Procedure Presentation:  
Stacey Potora would like to conduct a travel procedure presentation for the Early Childhood and Elementary Education and Educational Studies and Secondary Education departments. The proposed dates are April 22 or 29th, the time for both dates is 3-4pm. The date that most faculty would be available is April 29th.

Departmental Committee Reports:  
Professional Development-An email was sent with guidelines and the timetable. The self-evaluation was due March 1, 2013. Ralph Feather made a motion that all tenured faculty are to be involved with the committee seconded by Michael Patte and approved by a majority.
Search and Screen-Next Monday will be the final interview for the leadership position. There will be a meeting early next week and a vote will be sent electronically. Mark is proceeding with his search and the interviews should be complete by the end of the week. Summer temporary faculty hires have started and should be completed by the end of spring semester.

Curriculum-The remaining meetings of the College Curriculum Committee will be attended by Ray Pastore in place of Ralph Feather. It is necessary to keep the process moving due to the timelines of the meetings. The next meeting is tomorrow at 11:00am.

COE Committee Reports:
Assessment-The lesson plan is ready to go to the department. An agreement is needed.

Advanced Programs-currently meeting to make modifications to Graduate Internships.

Field Experience-COOP teacher training is to go onto the website. Jim Krause has the material at this time.

Curriculum-EDFOUND 206 is approved by COECC & exceptionality checklist has been approved by COECC provisionally on GEC approval of EDFOUND 406, SPECED 275 and EDFOUND 414.

Technology-$5,000 Academic Enrichment Award has been obtained for software (Camtasia Studio) which will be used to create YouTube videos.

Open Forum:
Tom Starmack reminded the faculty that the faculty contract vote is this week.

Ralph Feather encouraged participation and unity.

Nancy Bauer had a student interested in the Disney College Internship and asked if credits were available. This would depend on the requirements of the students program of study and the curriculum of the internship being the same. If it does apply then approval for individualized instruction is needed.

The Dean is working on a new method for seminars that will be followed by all departments.

Next Meeting:
The next meeting will be April 1, 2013 at 3:00pm in MCHS 1148.

The meeting was adjourned at 4:00pm.