MINUTES
Departmental Meeting
March 19, 2012
2:00 pm
Navy Hall 107


Excused: P. Tucker, W. Ziliz

Interpreters: B. Kovach, M. Wurster

Recorder: C. Andrezze

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Additions to Agenda
- Update on Dean’s Search
- Update on Assessment & Planning Director Search

Approval of Minutes – 2/20/12
Tabled

Courses Moving Through Curricular Process
COE Curriculum Committee meeting: 3/20/12, 11:30 am, MCHS 3125.
Drs. Van der Jagt, Wilson and Tucker will be in attendance to represent our proposals.

Study Abroad/Other Advisement Issues
Faculty are reminded to be explicit with advisees who wish to study abroad. Prior approval of transfer credits MUST be completed to ensure proper transfer of relevant coursework. There is a likelihood that some courses may not fulfill program requirements and students may be looking at an additional semester of coursework.

Conflict avoidance scheduling begins Monday, 3/26 with the regular scheduling timetable beginning 3/28.

We recently received info from the Department of Education that Praxis I is being replaced with PAPA. Graduate students in a certification program are no longer required to take Praxis I, nor PAPA. They are still required to successfully complete the Praxis II.

The University Bookstore is now a hosting site for fingerprinting. Students still must register thru Cogent.

Registrar’s Office has distributed the printed Summer/Fall schedules; however, we anticipate changes within our department. Due to our limited classroom space, we will be utilizing NH 107 (conference room) for some classes.
Search & Screen Updates
- Deaf/HH Position – D. Stryker: 5 applicants. Committee meets tomorrow, 3/20. Mid-Search appointment has been requested, not scheduled yet.
- Director of Assessment/Planning – B. Wert: 12 applicants. 4 have been invited for on-campus interview. Interviews over the next two weeks.

All searches hope to have closure end of Spring and be in place for Fall.

McDowell Institute
Still working information through PASSHE relevant to staffing the Director’s position. A job announcement is expected to be forthcoming in the near future.

Faculty recently received information on the upcoming PBS Implementers’ Forum to be held 5/23-24. Dean Mauch has monies to support this travel for faculty who wish to participate. Interested faculty are encouraged to contact Dean Mauch’s office as soon as possible.

Departmental Programs Review Committee
Friday, 3/23, 1-4 pm – Retreat for departmental review of data, specifically teacher certification programs. As we move forward, we will need to think about a structure or establishment of a committee to do periodic program data review.

Announcements
Faculty are directed to the additional announcements noted on today’s Agenda:
- Teaching schedules for Summer/Fall 2012. Contact Dr. Knoster with questions/concerns.
- COE-wide Meeting – 4/16/12.
- COE Professional Development Workshop on Diversity and additional diversity requirement for students.
- Wish List for 2012-13 academic enhancement/educational supplies due to Crystal 4/15/12.
- BU is considering the establishment of a “winter session” for online courses.
- COE Research Day (5/4/12). Encourage student involvement, both undergraduate and graduate students.
- Reminder to keep Dr. Knoster abreast of any issues involving students, and especially those which may lead to the COE Student Intervention Protocol.
- Reminder to keep office doors locked and valuables secured when you will be away from your office for any extended period of time. Dr. Perner asked that faculty remind GA’s of the need to keep the door to NH 125 closed as well when not in use. Dr. Stryker expressed her concerns with NH 027 as well.

Meeting adjourned 3:50 pm.

Timothy P. Knoster, Chairperson

6/10/12

Dates