MINUTES
Departmental Meeting
September 9, 2013
3:00 pm
Navy Hall 107


Excused: J. Bentley-Sassaman, D. Perner

Interpreter: T. Fosse, B. Kovach

Recorder: C. Andrezze

Welcome Back!
T. Knoster welcomed faculty back with Introductions to new faculty and thanks for everyone’s work over the Summer.

Approval of Minutes
Minutes from April 29, 2013 Department Meeting were approved (Motion – M. Karpinski / 2nd – J. Krause).

Departmental/Program Area Meetings
2013-14 Meeting Schedule was distributed. This revision – dated 7/16/13 – notes College of Ed, Departmental and Program Area meetings as well as various events of interest.

Departmental Committees
2013-14 Departmental Committees listing was distributed. Committee compositions were approved this Summer.

Forum Representation: T. Knoster nominated D. Stryker to continue to serve as Department Representative to Forum (2nd by T. Zilz). Unanimously approved.

T. Zilz nominated B. Wert as an Alternate Representative (2nd by D. Stryker)
J. van der Jagt nominated Self as an Alternate Representative (2nd by T. Knoster)
Alternates unanimously approved.

College of Ed Committees
Listing of COE Committee Recommendations was distributed. Note the newly structured COE committees: MTSS and Communication & Collaboration.

Department Office Operations
Faculty were asked to refrain from referring students to the Department Office for matters of advisement. Students should work through their assigned advisor, and advisors may bring questions to the Department Office as relevant.
MTSS & COE Student Intervention Protocol
The COE Intervention Protocol was distributed. It is being provided here to introduce to new faculty and serve as a review for faculty who are already familiar with the formal process. Informal pre-referral intervention measures within program areas are in place and continue to be utilized as well. Faculty are encouraged to review and re-orient themselves to this protocol. New faculty are encouraged to see T. Knoster with questions. We need to be consistent with internal procedures that we have established.

McDowell Institute for Teacher Excellence in PBS Update
C. Kemper reported on the Institute’s current activities:
- Expanding MTSS efforts with the Department of ECAE
- Introduction of Stop It Now, a program aimed at preventing sexual victimization. Links on the McDowell Website. Training sessions will be offered in the near future.
- Planning for 2014 PAPBS Implementers Forum
- Modules 1 & 2 on PBS are ready for piloting. Total of 5 modules will need to be completed by all Education majors. These will be connected to the core classes (101, 275, 358, 406 and/or 291). Modules will be loaded onto the Institute’s website in the near future.
- Poster on the Institute’s MTSS procedures will be presented at PBIS Forum in Chicago in October, 2013.

Curricular Preparation 2013-14
Special Education:
- SPECED 449/544 – dual listing. BUCC approved w/ minor edits.
- SPECED 358/558 and 275/557 – dual listing. Possible proposal this semester. Will discuss at Program Area meeting.

Ed of Deaf/HH:
Many curricular proposals will be forthcoming this year relative to revising the graduate course sequence and development of an undergraduate dual certification program. Target date for implementation: Fall 2014

Announcements
- Congratulations to the Sassaman family! Ryer Walter Sassaman was born on Thursday, 8/29 at 4:15 pm. All are doing well.

Faculty are directed to review the Announcements included with the Agenda for this meeting:
- Use of NH 019 for BASD/BU Partnership and ASL/English Interpreting Program Tutorial Center this academic year.
- FPDT Travel Requests. Completed request packets due to Crystal September 30.
- BU Majors & Minors Fair – October 15, 10:00 am – 2:00 pm, KUB.
- Advisement: Issues/Timeframes. Special Ed faculty are reminded to incorporate MAPWORKS into the advisement process when relevant.
- Electronic Voting may be used for curricular and other time-sensitive matters requiring departmental vote.
- STOP IT NOW. Training available later this semester. Let Dr. Knoster if you are interested in participating.
- Basic rules of confidentiality

Meeting adjourned 4:00 pm.
(M. Karpinski Motion / B. Wilson 2nd)

Timothy P. Knoster, Chairperson

Date 11/25/13