College of Education Faculty Meeting  
May 1, 2003  
11:00 a.m. - Wardlaw 126

MINUTES

I. The Spring 2003 College of Education Faculty Meeting was called to order by Chair Jim Carper at 11:00 a.m.

II. A motion was made by Dr. Kellah Edens to approve the minutes of August 19, 2002. The motion was seconded by Dr. Nate Carnes, and approved.

III. Reports from Associate Deans

A. Administration and Research - Associate Dean Mike Seaman
   1. The transition to value centered management (VCM) is underway at the University and in the COE. Departments have already been working on budgets based on this system. In addition, this year departments have transferred to formula funding. Department chairs helped develop this. Projected budget cuts are 7% for academic units and 10% for non-academic units. These figures may be adjusted higher or lower after final figures are calculated.

   2. GA funding changes – Gordon Smith, Dean of the Graduate School, has alerted graduate student supervisors that changes will occur regarding funding for graduate assistants. There will no longer be a graduate assistant tuition rate, but there will be graduate tuition credits. This announcement has already circulated within the COE to Department Chairs and will include grant or internally-supported GA’s. Everyone who has a GA will have to adhere to this policy and all numbers for anticipated GA’s and credits/tuition have to be submitted to Dr. Seaman by May 2, 2003.

   3. Research – Dr. Seaman announced that more detailed information will be available at the Fall 2003 faculty meeting. The COE is sure that VCM will allow for the additional retention of monies that the COE raises. At the Fall faculty meeting, he will discuss how certain initiatives will be targeted, but during Summer 2003 a new proposal funding system will be put into place through his office. Dr. Seaman stressed the importance of funding acceptance being contingent on the submission of official paperwork and appropriate administrative approval.

   4. Faculty recruitment – The COE has hired three regular faculty positions, one temporary, and will make one an offer. Other current searches are underway.

   5. Technology – The COE will experience many technology changes during Summer 2003, some of which will be: new web pages that are consistent with the USC template, dynamic web pages that users can change as needed, and the availability of templates for departments. The first priority will be departmental needs. In addition, an online budgeting system will be effective for FY 04 (July 1, 2003). Also, the COE will undergo an equipment inventory as part of Dr. Seaman’s office initiatives to provide up-to-date, consistent technology service to
all COE faculty and staff. Dr. Seaman asked for faculty cooperation during the inventory process. An electronic forms system will also be ready by Summer 2003.

6. Reorganization of Non-academic Departments – Dr. Seaman reported that details will follow later regarding this topic, but emphasis will be placed in areas where there is great need within the COE. An analysis was done to determine the greatest needs and where personnel/resources are required.

7. Dr. Seaman expressed his personal gratitude to the faculty for their continued patience and support during his first few months in this position.

B. Academic and Student Affairs - Associate Dean Irma Van Scoy
1. Student Affairs – All areas in the Office of Student Affairs (OSA) have been running smoothly, but the biggest initiative has been preparation for the COE’s new undergraduate programs. Summer Orientation in June 2003 will officially begin our COE efforts with these new programs. She thanked Dr. Peter Werner for taking the position as Undergraduate Director. She explained that the OSA will assume most of the responsibility for the PEU Assessment System. This system is currently being developed and built and data will be available to faculty.

2. School-University Partnerships & Office of Clinical Experiences – Dr. Van Scoy announced that a presentation is scheduled during this meeting from Dr. Fields and other PDS colleagues. She announced that Bruce Field has been an integral part of expanding the South Carolina Network for Educational Renewal (SCNER) to include two additional higher education institutions in the state. Training and information sessions were held this spring so that all members and potential members were able to get together to review important SCNER initiatives. These included COE, Liberal Arts, PDS, and Science & Mathematics representatives.

3. Extended Graduate Campus (EGC) – Dr. Van Scoy was pleased to describe the good working relationship with the Graduate School and the programs that the COE is offering through the EGC. She acknowledged our COE members on the Graduate Council – Dr. Murray Mitchell and Dr. Ken Stevenson – and thanked them for their efforts. Dr. Van Scoy announced that she will be eligible for nomination as a member on the Graduate Council. In addition to our two current COE members, she encouraged faculty to vote for an additional COE member when her name appears on the ballot. Clarification was provided in relation to what the Graduate School mailed about the announcement of nominations and the ballot itself. There is still time to nominate people for membership on the Graduate Council. Dr. Van Scoy also reported that the Graduate School approved the application of up to 12 hours of non-degree credit to MEd and EdS programs. The previous limit was 6 hours.

4. COE Committees – Dr. Van Scoy thanked the APGC and BPGC for their hard work in relation to our COE degrees and thanked faculty for their patience and work with these groups. She also acknowledged that the Student Services Committee worked very hard this year. She explained how helpful these groups
are to the inner-workings of the COE and how valuable they are to the
development and success of our programs.

IV. Reports from Department Chairs

A. Educational Leadership and Policies - Mike Welsh
Dr. Welsh introduced EDLP’s newest faculty member, Fred Smith, who began in EDLP in January 2003. Sadly, he also announced the Dr. Smith would be leaving USC upon a recent offer of employment. Dr. Welsh reported that Susan Schramm-Pate, Katherine Reynolds, and Jacque Jacobs had books published this year, 3 grants were awarded to EDLP members from the Engineering “Bridges” grant, and that EDLP experienced much success with their EGC cohorts. There are approximately 35 students in each cohort working towards their Masters degrees. The first group will finish Summer 2003 and a new group will begin. A new tech-system cohort has begun a two-year program for the Higher Ed. Leadership certificate program. Dr. Welsh also announced that Jacque Jacobs was awarded the Lackey Spirit of Teaching Award for the COE. He acknowledged Dr. Diane Monrad in the Educational Policy Center and Dr. Robert Johnson in the Office of Program Evaluation for their work on a $1.8 million award to the Policy Center.

B. Educational Psychology - Jim Carper
Dr. Carper recognized the following faculty and staff for continued USC service: Dr. Kella Edens (10 years), Dr. Mitch Yell (10 years), Ms. Janet Hawkins and Ms. Amanda Thompson (30 years). He also announced that the Department would be welcoming Dr. Alisa Lowrey as a new faculty member in Special Ed.

C. Instruction and Teacher Education - Teri Kuhs
Dr. Kuhs announced that beginning officially on July 1, 2003, Dr. Ed Dickey will take office as the new ITE Department Chair. ITE has hired 2 new faculty members - David Virtue and Victoria Oglan - and another faculty member is currently in the negotiation phase. Dr. Kuhs announced that Dr. Michael Rowls will be retiring and thanked him for his continued service to the COE. She commended Drs. Denise Morgan, Diane Stephens, and Diane DeFord work on Field Initiated Study Project that will bring statewide recognition to USC. Dr. Kuhs applauded the efforts of ITE’s newest faculty members: Dr. Steve Thompson will be the research specialist for the Centers of Excellence and Dr. Lora Battle Bailey has been awarded the Dempsey Grant and was recognized as having a model proposal. She added that Dr. Mary Styslinger has taken over responsibility for the Midlands Writing Project, Dr. Nate Carnes will continue working to obtain science education money, and Dr. Nancy Freeman and Mac Brown are working with developing the Children’s Center, and bringing in additional funds for SCReads. She also highlighted Dr. Jonathan Singer’s significant work with the PT³ grant and Dr. Kevin Swick’s continuing service learning work.

D. Physical Education - Karen French
Dr. French reported that she and the other physical education faculty in attendance that morning had just come from their Annual Awards Breakfast with undergraduates and graduates and they are currently conducting Athletic Training Olympics. Dr. French reported that this has been a good year for grants. The Department has brought in over $1 million, mostly from a USDA Grant. Judy Rink has been especially busy with several successful grants and those will continue next year. Dr. Jim Mensch has been busy and successful in his study on diversity and recruitment in athletic training. All physical education faculty have been active in publication work and have maintained high levels
of activity. Two physical education faculty were recently recognized during the Spring 2003 COE Awards Day: Leonard Maiden Spirit of Service Award to Dr. Peter Werner and the COE Research Award to Dr. Judy Rink. Dr. French concluded by expressing the importance of transitioning people into new jobs and responsibilities with the advent of new programs.

V. Other Reports

A. Accreditation - Associate Dean Irma Van Scoy and Renée Connolly
Dr. Van Scoy made a Power Point presentation that provided an overview of the upcoming accreditation and state review visit. The visit will happen, October 18-22, 2003. Dr. Jerry Bailey from the University of Kansas will be the chair of the visit. There are several important issues that should be at the forefront of all faculty minds regarding this visit. These include: being available during the days of the visit, continuing work on program reports/self studies/rejoinders, work on program assessment plans, knowledge and integration of the Conceptual Framework, and necessary course and program documentation. Dr. Van Scoy discussed at length the importance of the assessment system that is in the developmental stages. She stressed to the faculty that their help is still needed to obtain initial data for the system.

B. College Committees
1. Advanced Programs Governance - Gary Miller
Dr. Miller provided proposed changes within the policies and procedures for the APGC. The proposal was passed unanimously.

2. Basic Programs Governance - Cheryl Wissick
Dr. Wissick reported that the BPGC had been busy and that she would continue to serve on this committee in the 2003-04 year.

3. Faculty Affairs - Harvey Allen and Gary Miller
Dr. Miller reported that the committee was pleased to recognize Dr. Peter Werner with the Leonard Maiden Spirit of Service Award.

4. Reconfiguration Committee - Karen French
Dr. French thanked other members of committee for their work with this committee during the last two years. All faculty should have received the faculty survey in addition to the results. The committee has met with the COE Associate Deans and Department Chairs throughout their work and has submitted a report to the Dean. Their recommendations are that it is unwise to pursue a reorganization of departments at this time. Reasons were varied for this and some were as follows: faculty did not support it, a majority of administrators did not support it, tenure and promotion policies would be an issue, policies in the COE would be an issue, governance within the COE would be problematic, a pending accreditation visit was important, the University-wide VCM implementation, the advent of undergraduate programs, and there would be a significant time and effort to reorganize that would take away from more pressing issues. Dr. French reported that several pressing issues have affected the committee’s decision and that discussions regarding these issues have been entertained at various levels of administration and department work. She announced that one idea that came from their deliberations was that of a COE-wide research day.
5. Steering - Murray Mitchell
   Dr. Mitchell reported that the Steering Committee had no report at this time.

6. Student Affairs - Erik Drasgow
   Dr. Werner reported on behalf of Dr. Drasgow. The Committee’s work in
   selection of the awards resulted in a successful COE Awards Day. The
   Committee will be reviewing the student appeals and grievance procedures this
   afternoon and will be reporting more on these procedures in Fall 2003.

C. Centers and Projects
   School-University Partnerships - Bruce Field
   Dr. Field introduced Ms. Cheryl Outlaw (Airport High) and Ms. Beth Elliott (Pontiac
   Elementary), and Dr. Carnes as the Chairs of the PDS Coordinating Council. Dr. Field
   provided a summative handout of the 2002-03 work of USC’s PDS activities including
   conference work, meetings, written work, organizational considerations, and the sites
   themselves. Dr. Field provided an overview of the recent PDS Conference and the
   possibility of a national PDS Association and refereed journal for these activities. Dr.
   Carnes thanked faculty who have been instrumental in PDS activities over the years and
   provided an overview of the revised PDS Mission Statement. He asked faculty to closely
   review the Mission Statement in light of their individual programs and needs from the
   PDS Network. Ms. Outlaw reviewed the revised organizational structure of the PDS
   Network. Ms. Elliot reviewed the “Written Agreements” suggestions. She also
   mentioned the upcoming PDS Golf Tournament to be held on May 30, 2003, and
   commented on the collaboration between teachers and USC faculty and sustaining the
   collaborative network among all sites. Dr. Field then mentioned the possibility of
   working with new sites and strengthening relationships with existing sites. He
   announced that nominations for a new co-chair of the Coordinating Council will be
   accepted as Dr. Carnes’ term was ending.

D. Undergraduate Degree Program - Teri Kuhs
   Dr. Kuhs highlighted a few of the more important issues regarding the undergraduate
   programs: (1) The COE will continue the MT in Secondary Education, (2) All three
   undergraduate programs will be admitting students with less than 30 credit hours and that
   during the summer these students will be advised, and (3) Anyone with specific program
   questions should contact Dr. Freeman (early childhood), Dr. Donnelly (elementary), and
   Dr. Kent (middle school). Dr. Carper expressed sincere appreciation to Dr. Kuhs and the
   ITE faculty for their dedicated work with these programs.

VI. Old Business
    There was no old business presented.

VII. New Business
    Dr. Carper announced that prior to the meeting, he had asked Department Chairs to submit
    faculty names for the open positions of Faculty Chair and Faculty Secretary. Dr. Kuhs nominated
    Dr. Laura Kent for the position of 2003-04 COE Faculty Secretary. The motion was seconded by
    Dr. Miller. The motion was approved unanimously.
    There were no nominations for the position of Chair.
    Dr. Carper asked that the nomination process be submitted to the COE Steering Committee so
    that it could develop a system for electing the Chair. He proposed that the Steering Committee
    consider a rotating process whereby each department takes a turn in submitting nominees for the
COE Faculty Chair and Secretary. Some discussion was held on whether or not this would require amendment of the COE By-laws and it was decided that it would. Dr. Mitchell agreed to take the matter on through the Steering Committee.

VIII. Dialogue - Dean Les Sternberg
Dean Sternberg expressed gratitude to the faculty for its support during the hard year that the COE has experienced and the multiple obstacles that have been thrown at everyone. He commended faculty members on how they have persevered and produced good work. Dean Sternberg continued his expression of gratitude by elaborating on several projects that have made the COE an exciting place with which to be associated such as SC Reading First, the PDS Network initiatives, development of undergraduate programs, and the Higher Education Leadership certificate program. He explained that upcoming national obligations will require him to be out of the office and that the work of the COE will be, as it has been, in the capable hands of Associate Deans Seaman and Van Scoy. He asked for any questions from the faculty and then concluded his remarks.

IX. Announcements
Dr. Carper asked faculty to remind students to move desks from the hallway back into rooms 101, 110, and 114.

X. Good of the Order
There was not any information presented.

XI. The meeting was adjourned at 1:03.