The Fall 2003 College of Education Faculty Meeting was called to order by Chair Murray Mitchell at 2:00 p.m.

A motion was made by Dr. Jim Carper to approve the minutes of May 1, 2003. The motion was seconded by Dr. Heidi Mills. Dr. Mitchell made two grammatical amendments to the minutes. The minutes were approved as amended.

Reports from the Department Chairs

A. Educational Leadership and Policies – Mike Welsh
   No report

B. Educational Psychology – Jim Carper
   Dr. Carper announced two new faculty members in his department: Dr. Lisa Lowry is an Assistant Professor in Special Education from University of Illinois. Karen Coughenhour is a Clinical Instructor and PhD student in Special Education.

C. Instruction and Teacher Education - Ed Dickey
   Dr. Dickey introduced several new faculty members in ITE. Dr. David Virtue is an Assistant Professor in Middle Level Social Studies Education from the University of Georgia. Dr. Vic Oglan is a Clinical Assistant Professor in Language and Literacy from USC. Dr. Betty Garren is the new Coordinator for MAT program in Beaufort. Ms. Peggy Lynch is a PhD Student who will be teaching some undergraduate courses.

D. Physical Education - Judy Rink
   Dr. Rink announced Promotion and Tenure for Dr. Lynda Nilges.

Reports from Associate Deans

A. Administration and Research, Mike Seaman – no report

B. Academic Affairs, Irma Van Scoy
   Dr. Van Scoy and Renee Connolly discussed the upcoming NCATE accreditation visit in October.

Ms. Connolly showed the website that will be used for NCATE: http://edpsych.ed.sc.edu/ncate/default.asp She also noted that each
program area will have its own link. She showed several examples of different program area reports. She also talked about the security of the website. Faculty members will have access to the website.

Dr. Van Scy discussed both the electronic system and the crate filing system that will be used to organize samples of student work as of 2002. She said that we will get detailed information on how to organize student work and other hard copies in the crates.

Dr. Van Scy reminded us that the NCATE visit will be a joint visit that includes members from the NCATE board of examiners, the SC Department of Education, and the CHE. She also discussed parts of NCATE that are complete or near complete including the shared conceptual framework, unit-wide assessment system, program assessment system, successful pre-visit, and institutional report.

Tina Marshall-Bradley, Jerry Bailey, & Nancy Healy conducted the pre-visit. Jerry read the institutional report which is 100 pages. One more draft will be made. Dr. Van Scy gave the following progress report on the 65 different program areas in the College of Education:

In progress: Program Reviews (65)
33 passed
8 awaiting status from spas
17 awaiting status from CHE
3 rejoinders
4 new programs – no review

Electronic Documents
Paper Documents (collected since Fall 2002)
Evidence that application of assessments (e.g. rubrics) is fair, accurate and consistent

Dr. Van Scy also discussed the following “Faculty To Do” List regarding NCATE:

1. Reserve Dates: - Sunday, October 19, 3:30-8:00 Display even and dinner, Monday & Tuesday, October 20-21, 8:30 – 5: Interviews visits to classes and schools. There will be open faculty meetings on those days to let faculty members ask questions during the visit.
2. Rejoin program report or respond to self-study questions.
3. Familiarize candidates and clinical faculty with Professional Educator as Leader document and how it relates to each program (conceptual framework) She recommended using handouts to make it meaningful (Practice knowledge, and dispositions- she highlighted the “dispositions” aspect of the CF.)
4. Respond to requests with support – help; including needs for displays, identifying candidates, and recent graduates to meet with team.

5. Fill crates for each program (as directed by coding scheme) with required content: scholarship crate and candidate performance crates (candidate assessment of p-12 student learning and program changes).

6. Refine assessment system and syllabi as we work and send Renee updated electronic copies—we will happily accept them.

7. Review the institutional report for consistency with your program.

Dr. Van Scoy discussed opportunities for assistance with NCATE duties such as contacting she and Renee Connolly for assistance, working with administrative assistants, 2 Fall-only GA’s and a half of a full-time staff position dedicated to maintenance of electronic data for program assessment systems. She further discussed Jerry Baily’s hints for a good NCATE visit: feature our students (candidates), remember the themes – performance, assessment, diversity, technology and collaboration, advanced programs, data.

Dr. Van Scoy thanked people in the office of student affairs, clinical experiences, and undergraduates. She gave special thanks to Dr. Peter Werner, director of undergraduate programs, for making that program run so smoothly over the summer. Lisa Sanders took over for Rob Dedmon as coordinator of certification. (Rob is now coordinator for undergraduate programs.) She asked Murray Mitchell to help her with the graduate school paper work during the fall semester.

V. Other Reports

College Committees
Advanced Programs and Governance – Gary Miller
Dr. Miller announced that there would be a meeting to elect a chair of the committee.
Basic Programs Governance – Cheryl Wissick - no report
Faculty Affairs – Harvey Allen and Gary Miller - no report
Steering – Murray Mitchell - no report
Student Affairs – Erik Drasgow
Dr. Drasgow announced that they will be working on revising/finalizing the COE petition/appeal/grievance procedures to make them consistent with University Policy.

Centers and Projects – no report

School University Partnerships – Bruce Field
Dr. Field passed out a blue form with two sides; the first deals with the Teacher Cadet Program Speaker’s Bureau. Dr. Field encouraged faculty
members to fill out information about their areas of expertise in order to give presentations to Teacher Cadet classes as their respective high schools.

He discussed the second side that dealt with the PDS site council meetings. He said that he wants to have this year be the year that he involves faculty members in productive discussions of PDS schools and the USC network. He also is proposing that the coordinating council meetings alternate on Wednesdays and Thursdays to accommodate faculty members’ teaching schedules.

VI. Old Business

Dr. Mitchell opened the floor for nominations for COE chair elect. None were made.

VII. New Business

Dr. Mitchell announced an amendment to the College of Education By-Laws; copies had been mailed to faculty members during the summer and extra copies were provided at the meeting. The policy of the college to gradually stop supplementing electronic copies with additional paper copies was briefly mentioned.

Dr. Carper made a motion to accept the proposed changes to the COE by-laws. Dr. Susan Schramm-Pate seconded the motion.

Dr. Rink asked for a summary for those who do not have a copy. Dr. Mitchell said that in the past, nominations have been solicited from the floor of the spring faculty meetings. Eligible candidates, when nominated, typically ran uncontested and were elected by majority vote. As a procedural change over the past few years, the practice of nominating and electing persons not at the meeting has been stopped. Because of the lack of volunteers for the important positions of secretary and chair, two changes to the by-laws have been recommended. First, it has been suggested that these positions be named rather than elected. Second, the charge to determine an equitable way to share these responsibilities.

The motion passed unanimously.

VIII. Dialogue – Dean Les Sternberg

Dean Sternberg discussed the upcoming events as opportunities for our college. He referred to the boards’ recommendations from last year – that is that the USC COE is leading in P-12 education, NCLB, critical needs areas
such as math and science teachers, shortage of principals, and getting the word out. He mentioned the Teacher Quality Grant and the efforts that Dr. Jane Zenger has put into work with the Colleges of Arts and Sciences. He also mentioned Dr. Steve Thompson’s work with the faculty in information sciences. He mentioned Dr. Field’s work with the PDS network. He said that starting in November, we have about 2 years to revise our Med. Programs. To improve the situation of shortages in math and science, he would like us to have more careful articulation with technical colleges such as Midlands Tech. He also discussed pre-licensure for engineering majors. He said that Compass knowledge approached him about a complete on-line Ed Admin program. Ed Leadership work as a consortium rather than as separate institutions. He said that we are developing an electronic newsletter called “EWarldlaw”. He mentioned the work that Dr. Seaman is doing to create a dynamic web page. He concluded with a discussion of the budget and value-centered management and the potential for our undergraduate programs. He also praised the entrepreneurial spirit of the faculty. He asked if there were questions and then concluded his remarks.

IX. Announcements
Dr. Mitchell thanked Gloria Price for all her help with the materials and snacks for the meeting.

X. Good of the Order
No information was presented.

XI. The meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Laura B. Kent