
College Council Meeting Minutes

College of Education (COE)

1-15-2016

College of Education Council Meeting : 2016 : 01 : 15

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**College Council Meeting
January 15, 2016
10:00 am – 12:00 pm
Agenda**

Meeting Called to Order: 10:00 AM – Ms. Jennefer Khattabi

I. Recognition of Members and Alternates:

Dr. Kim Stoddard, Ms. Jennefer Khattabi, Dr. Guda Gayle-Evans, Dr. Cynthia Leung, Dr. Larry Johnson, ex officio: Dr. Deanna Bullard.

Absence: Dr. Deanna Michael

II. Recognition of Guests: Dr. Alexander Brice

III. Approval of Agenda - Approved

1. Additions: PTO World Languages, Martin and Wagner

IV. Review of November 13, 2015 College Council Minutes:

Ms. Jennefer Khattabi called for an approval to the November 13, 2015 minutes. After grammatical edits are corrected, a motion was made to be approved. The motion was seconded and passed.

V. Report from the Dean

1. Ed.D:

Currently, in form of a MOU – it is under review. Vice Chancellor of Academic Affairs has requested additional information before he approves, for instance, the list of courses, who is teaching, and when the courses are being taught.

2. Enrollment:

The University is looking more and more at enrollment – which the college needs to review its course offerings to make sure they are strong. Online courses- tend to grow enrollment overall. The University’s first enrollment figures were presented at the Dean’s meeting and they were down, however, we won’t have final figures until after drop/add week.

- I. Grad enrollment is up in terms of headcount – but actual hours taken are down.
- II. The college has not reorganized any programs but it has looked at a two year schedule.

3. MLK Parade:

Kappa Delta Pi, Everyone’s Education Club and Fairmount Park ES students – will march in the parade on Monday. The University has first position in the parade.

4. Resubmitted Grant JWB:

The College has revised its grant proposal and resubmitted it to JWB. This grant is to work with students from Melrose ES, Lakewood ES, Fairmount Park ES, Campbell Park ES, Pinellas ES, and Lealman ES. This grant is designed to help with the transition of 5th graders to enter Middle School.

5. Pilot Student Teaching in Fall 16:

The Internship Committee, Dean, and College Council have decided to run a pilot in fall 2016, permitting all students into final internship, even though, they might not have passed their FTCE test. This is just a pilot. In addition, there will be further discussion on offering a prep course to help and support these students who are not passing the test. The Dean has placed emphasis that students will not graduate without passing all of their required FTCE.

- After much discussion, Council has suggested that the “Pilot” come to the C & P Committee as a recommendation.

6. FSU:

Florida State University COE has requested an exception in the timeline to delay its CAEP Accreditation visit. CAEP has disapproved. FSU went to BOG and the FL DOE to actually discuss going unaccredited. The Dean will keep folks in the loop on this.

7. T & P – Dr. Vanover :

The College T & P and Dean Heller gave their recommendation and sent to the University T & P. The college does not make the final decision, we only recommend to the University.

8. Donors –

Dean Heller met with Betsy and Norman Clark and toured the campus with them. The Clarks will make a \$100,000.00 estate donation to a COE scholarship fund.

VI. Old Business

1. Summer Enrollment and Faculty Salaries:

Dr. Hodges and Director of Budget and Finance David Everingham, are working on a Summer spreadsheet for full-time faculty. This spreadsheet will calculate the salary of the full-time faculty member, and the enrollment the faculty member needs for a course to make. Dr. Hodges emphasizes that Master level courses generate more money so less enrollment needed.

2. Two-year Rotating Schedule:

Dr. Hodges reported that the two year rotating schedule is almost complete. She and the office staff believe that the large printed Under Grad and Graduate Schedule will be printed and hung up in the conference room next week for all to review.

3. Class sizes, Enrollment, Program and course offerings:

Dr. Alex Brice began discussion on the college's class sizes and enrollment. He reported his experiences and efforts with recruiting, as he began the Communication Science Concentration and the enrollment is healthy. After he presented his experiences, the council discussed and questioned who the college's Undergraduate recruiter is?

Council has agreed that they would like to invite Holly Kicklighter to the Faculty and Council meetings for her and the admissions team to present on the recruiting efforts made for the college's undergraduate program. In addition, council would also like to hear from the Graduate recruiter Ben Smet. The council would also like a report on enrollment and trends for Graduate and Undergraduate courses.

VII. New Business

1. Faculty Senate Report:

Next meeting

2. Planning for Faculty Meeting:

Ms. Khattabi reported that the faculty meeting will be held on January 29, 2016. The breakfast will begin at 9:30AM followed by the Faculty meeting from 10:00AM-12:00PM.

3. World Read Aloud Day, February 24, 2016

Dr. Cynthia Leung reported, that she would like to invite the USFSP campus community to participate in World Read Aloud Day on February 24, 2016. Since the day is coming up, Dr .Leung would like to send a flyer out to the Campus Community, while collecting any experiences from individuals who participate.

VIII.

1. Next College Council meetings:

February 12th, 10:00AM-12:00POM

Adjourned: 12:00 PM