



**College of Education Faculty Meeting**  
**Friday, February 22, 2019**  
**3:30 p.m.**  
**Kilpatrick Room 227**  
**Minutes**

- Welcome
  - Present: J. Ammons, L. Bradley, C. Christy, P. Cross, N. DeClouette, D. Dingess, C. Greer, D. Gregg, R. Grimes, E. Jacobs, J. Hinson, J. Jenkins, M. Jordan, R. Kang, D. McNaire, Y. Mehranian, N. Mizelle, L. Muschelle, M. Peck, J. Peters, J. Previts, C. Reynolds, H. Roberts, B. Roquemore, P. Spiro, B. Vice, D. Williams, S. Wills,
  - Regrets: Olha Osobov, Rob Sumowski, J.W. Good, Stacy Schwartz, Jane Hinson
- Approval of Minutes
  - November 9, 2018 minutes unanimously approved.
- Guest: Omega Hedgepeth

Omega's presentation made us aware of changes to travel procedures and common stumbling blocks that disrupt reimbursements. Key statements include:

  - If you are traveling within 50 miles of your home or of campus, employees are not eligible to be reimbursed for hotel room unless it is pre-approved.
  - Rules have changed for international travel. If the route is 10 hours or more then employees can upgrade to business class. The route does not have to be non-stop. However, this has to be pre-authorized before you buy your ticket. In a change in state policy, BOR Policy and GC policy, the 10 hour rule applies when traveling internationally, or to Alaska or Hawaii.
  - If you are traveling by car out of state, you need to show that the car travel T2 would be cheaper than flying.
  - If you get a cash advance then you need to turn in travel documents within 10 days. With any travel documents need to be completed within 45 days. If you wait until after 60 days to complete your travel, then your reimbursement is considered taxable income. If you wait until after 90 days to complete your travel, you will not be reimbursed.
  - Lodging will be reimbursed up to the cost of the conference hotel. Do not book with Air B&B or VRBO or any similar sites. Lodging needs to be through a hotel. You will be reimbursed up to conference rate or government rate of the hotel.
  - You will not be reimbursed for fees associated with seat selection or travel insurance.
  - If you want to extend your stay then do a screen shot of the airfare of the day that you were due to leave.
  - With international travel, anyone can get a cash advance with no salary restrictions. If you make less than \$50,000 then you can get a travel advance for any travel. GC can pay for any hotel in advance if they are notified at least a week in advance.
  - Travel for teaching observations should be turned in each month. travel turn it in every month

- Dean's Report: Dean Peters
  - The College of education is moving forward with the EDD program this summer. The initial cohort will be limited to five people in the K-12 area.
  - The COE Survey results were emailed to faculty on February 21, 2019. Additional input can still be provided and is to be left in the Dean's Mailbox.
  - In our next faculty meeting we will begin looking at priorities based upon the survey results and any other feedback.
  
- Bylaws Approval
  - A **Motion** was made to accept the revised bylaws for the awards committee. The motion was passed unanimously.
  
- Committee Reports and Action Items
  - Curriculum Committee
 

A **Motion** was made to accept changes to the MAT in Secondary Education program of study. A summary of the changes include:

    - Replace EDRD 5120, teaching reading, with EDRD 6150, Literature, Reading, and Writing in Content Field
    - Change the exit requirement of "take and pass GACE Content test" to "take GACE Content test".
    - Add a pre-requisite to EDFS 6466, Student teaching, requiring that this course be taken within the last 9 hours of the program of study and update the University Catalog and course syllabus.

The motion passed unanimously
  
  - Assessment Committee
 

Two **motions** were made to accept two recommendations from the assessment committee.

    - To replace the current EPP initial teaching assessment, the Initial Teacher Candidate Performance Assessment, with the Candidate Assessment on Performance Standards (CAPS) formerly known as the InTern Keys.
    - To replace the current EPP initial teaching assessment, the Initial Teacher Candidate Professionalism Dispositions Rubric, with the Professional Behaviors and Dispositions Assessment (PBDA).

Dr. Roberts shared rationales for the recommendations and each of the motions passed unanimously.
  
  - Senate Report
    - Peabody Auditorium was supposed to be completed on the February 21. It is not complete but progress is being made.
    - There is a new space reservation system 25 Live that will be used in the near future.
    - A 2% merit increase for employee salaries is due to happen during our next contract year.
    - The new multifactor sign in procedures will now include email access
    - A new electronic tenure and promotion system should begin soon and specifics will be provided later.

- Other announcements
  - The Social justice series is set to begin next week. Gloria Ladson-Billings is a very influential theorist and teacher educator and the GC community needs to benefit from hearing her.
  - Springfest is March 16<sup>th</sup>.