

Department of Professional Learning and Innovation  
Department Meeting Minutes  
August 16, 2018

Present: Paulette Cross, Yeprem Mehranian, Diane Gregg, Jane Hinson, Cheryl Reynolds, JW Good, Chris Greer, Marcia Peck, Carol Christy, Linda Bradley

Regrets: none

Notes: Barbara Roquemore will return spring 2019 following a semester of Professional Leave.

### **Welcome with Expectations & Goals**

- As Interim Chair, Linda Bradley expressed overarching goals for the year as a point of discussion. Positive, Productive, and Professional work environment including the following actions:
  - Advocating for Faculty and the Department (time & resources)
  - Building Consensus
  - Listening carefully
  - Collaborating Across the COE
  - Planning effectively and Anticipating challenges
  - Sharing the PL&I Story

### **Departmental Identity & Innovation Activity**

Professional Learning & Innovation is a unique department with emphasis on both graduate/professional degree programs and service leadership across the COE and University (though GC1Y & GC2Y courses).

- We reviewed Google Doc that Dr. Greer created last January for ongoing conversation.
- All faculty charted successes, challenges, and opportunities.
- We debriefed, celebrating successes, and discussion potential actions to address challenges.

See a summary chart of information attached. (Collective editing and updating of this document can continue.

### **Program & Service Updates**

Included in the above activity, department members provided updates for Foundations, Curriculum and Instruction/Teacher Leadership, Educational Leadership, Library Media, Instructional Technology, and Reading, Literacy and Language

### **Information & Reminders**

- Finding & Ordering Supplies (Amazon wish lists work well.)
- Submit all syllabi electronically to Mrs. Monroe
- Post office hours on your office door. Include a minimum of 5 hours per week. Provide detail for students about any online meeting spaces. Include office hours on your syllabus. Provide an electronic copy to Mrs. Monroe.
- No Show reporting
- Record minutes for all program and department meetings to store electronically.
- Be thinking about your scholarly agenda/goals

**Next Meeting – September 14**

**Adjourned at 1:30**