

December 5, 2012 Faculty Meeting Minutes

1. Call to Order
 - a. Dr. Summerlin called the meeting to order at 2:00pm
2. Roll call
 - a. Present
 - i. Maggie Blair
 - ii. Dr. James Summerlin
 - iii. Dr. Richard Bain
 - iv. Dr. Mary McGlamery
 - v. Dr. Kim Livengood
 - vi. Dr. Jay Gurley
 - vii. Dr. Blake Hightower
 - viii. Dr. Amy Williamson
 - ix. Dr. Alaric Williams
 - x. Meghan Seibert
 - xi. Lesley Casarez
 - xii. Christine Pruitt
 - xiii. Wendy Storms
3. Maggie Blair read the minutes from the November 14 Meeting
 - a. Dr. Livengood motioned for approval
 - b. Dr. McGlamery seconded the motion
 - c. Minutes were approved 2:03pm
4. Dr. Summerlin discussed CPRs
 - a. Need to make changes to the current way we do them
 - i. Need to make them by Fall of 2014, but it is preferred by Fall of 2013
 - ii. In the interim, Lesley, our Graduate Advisor, is taking the responsibility to see that all of our students who need to take a CPR get set up to take it
 1. Creating a CPR application
 2. She will send an email to all students who think they will graduate in the Spring and ask them to fill out the application and send it back to her
 3. Lesley needs to know what the Program Managers are planning on doing for their CPRs
 4. Asked all the Program Managers to get together and come up with a set of instructions for the CPRs for their programs and forward them to Lesley
 5. Lesley will take the responsibility of tracking the students and setting up their CPR Committee
 6. The Program Manager will grade the CPR and tell Lesley who was successful
 7. She will then get with Maggie to get the letters produced and then will help in getting them signed
5. Dr. Summerlin discussed the Foundational Classes

- a. Currently have degree programs with the same six Foundational Classes
 - b. The classes need to be rewritten
 - c. We will be moving toward a designated number of classes that the student must complete in order to pass his/her CPRs
 - d. In order to do this, there is a need for three classes
 - i. Professional Communication
 - ii. Research Class
 - iii. Tests and Measurements
 - e. Asked Dr. Williams to create a Communications class
 - i. He is working on it to be ready for the next college Curriculum Change Committee
 - f. The research done in these classes will align with the student's competencies he must learn to pass his CPR
 - g. This will also help in data collection for SACS
 - i. Alaric said that for SACS, we only have to collect data for our programs once a year in the Spring
 - ii. Looking into Blackboard Outcomes to assist in this
 - h. The Graduate School says that a student must take the three classes in residence and cannot be substituted
6. Maggie showed and discussed the proposed 8x5 Calendar
- a. Working with Jackie Droll, etc. to create an OP for the 8x5 Program and the calendar will be included in it
 - b. The next 8x5 committee meeting is December 12
 - c. Dr. Summerlin is going over the OP right now and will take any changes or corrections to them at the next meeting
 - d. Maggie will email out the calendar to faculty, but cautioned against giving the information to the students since the calendar is not approved yet
7. Dr. Tarver said that the most recent curriculum change submitted by Dr. Lucksinger has been rescinded because it was only a catalogue change
- a. The deadline for Curriculum Changes are due to the Dean February 8th for the May 16-17th board meeting
8. Deadlines
- a. Supply Order 12:00pm Monday, December 17
 - b. Holiday/Dec Birthday Lunch December 13 @12
 - c. Dee's retirement reception is December 14 from 2:00pm to 4:00pm
 - d. Grades are now due by 12:00pm noon on Saturday, December 22
9. New Business
- a. Wendy, Christine, and Dr. Miazga are meeting next week to transition to the new certification plans
 - b. Meghan presented an advertising site for the graduate side of the College of Education
 - c. Lesley said there will be 75 students doing internships and CPRs in the Spring, 45 of these are Counseling students
 - d. Fifty will be graduating and 70 will be starting in the Spring
10. Dr. Tarver reminded Dr. Hightower that his 1st year evaluation is due to the Dean January 25th.

- a. Asked Dr. Hightower to contact Kathy Ashton directly and ask for his IDEA Summary Reports for Fall as soon as they are available
- 11. Dr. Tarver said the Provost Search Committee met today
 - a. There is a plan on how to proceed
 - b. The biggest amount of work will be done in February, when they will look at the candidates
 - c. The position has been posted.
 - d. There will be updates on the webpage
 - e. Will bring candidates to campus so everyone can meet them (hopefully 3-4)
 - f. Recommendation needs to be to Dr. May by April 30, but Dr. Tarver believes that everything will be done before that
 - g. If faculty wants to nominate someone will go to Kurtis Neal in HR
 - h. The nominations will go into a folder for each candidate
 - i. Structured the same as the other Provost Search
 - j. Position requires Board of Regent Approval
 - k. Goal is to have the person in place by July 1
- 12. Dr. Williams will be sending an announcement regarding Faculty Athletic Associates
 - a. Looking for faculty members to serve as mentors for our athletes
- 13. Dr. Williams said that online students do not pay the student services fees
 - a. Have run into one student who is taking online classes but is upset that he cannot use services like the clinic, etc. so changes may be coming
- 14. Adjournment
 - a. Dr. McGlamery motioned to adjourn the meeting
 - b. Dr. Livengood seconded
 - c. The meeting was adjourned at 3:19pm