

March 20, 2013 Graduate Programs Meeting Minutes

1. Call to Order
 - a. Meeting called to order at 2:00 pm
2. Roll call
 - a. Present
 - i. Mandy Osborne
 - ii. Dr. James Summerlin
 - iii. Dr. David Tarver
 - 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. Dr. Bain
 - xiii. Wendy Storms
 - xiv. Christine Pruitt
 - xv. D.J. Ruffin
 - xvi. Kevin Fowler
 - xvii. Amanda Dawson
3. Minutes from the March 14 Meeting
 - a. Motion made to accept minutes
 - b. Motion seconded
 - c. Minutes were approved 2:02pm
4. Agenda Item
 - a. Integration of Google into Blackboard

Meghan Siebert discussed integration of Google beginning with summer courses
 - b. IDEA

Dr. Williamson discussed supplementing IDEA with tools used to help with growth as instructors; will discuss ideas for tools to use and let faculty know. IDEA will NOT be utilized for any practicum or Internship beginning Summer 2013.
5. Old Business
 - a. Dr. Bain discussed looking carefully at course sequencing
 - b. Dr. Summerlin brought up a proposed course sequence by Lesley Casarez for program managers. The proposal will be forwarded to each program manager for review. Results will be presented at the next meeting.
 - e. Dr. Tarver reminded us of the 3 candidates for Provost. Faculty & Staff can come for open-discussion meeting with candidates on Monday, Tuesday and Wednesday in UC 211.
 - f. During summer will have test period with about 60 to ensure what type of software will be used then go live in the fall. (This is the pilot before the fall.) We plan to put WebEx on APA Coaches computers, work with Dr. Livengood
 - g. Kevin Fowler and Meghan Siebert have been assigned the task of giving an update at each meeting until the ideal solution is found.

- h. APA Coaches are charged with testing the video systems during the pilot before fall courses.
 - i. Dr. Tarver asked APA Coaches to look into archiving a video recording of the session for record keeping for the fall.
- 6. New Business
 - a. Dr. Williams – SACS meetings going well, they will leave campus Thursday.
 - b. Graduate Spring Gala on April 5th. Will be \$12 to attend.
 - c. Wendy Storms talked about Dr. Miazga attending NCATE meeting and how our data will be used for 5-year certificate
 - d. Christine Pruitt said she was working on Title II
 - e. Lesley Casarez mentioned students having trouble with financial aid and a new form is required.
 - f. Students wanting to take 9 hours during summer sessions are not automatically approved. Routinely they are not allowed to register for more than 6 hours in the system (not that it's against rules just not available in system).
 - g. Dr. Livingood mentioned a useful grammar tool called Grammarly that teaches students how to address grammar issues which helps reduce grading time.
 - h. Dr. Summerlin stated that our intent is to become stricter in grammatical skills in students' papers to enforce raising our standards.
 - j. Meghan Siebert will be out for a conference next week; Blackboard is doing away with some features.
 - k. Dr. Summerlin is now Professor and Dr. Livingood is now Professor
- 7. Dr. Tarver explained that WebEx is different than Skype in that it allows enlarging of screens, greater number of people you can chat with and has the ability to record for archiving (on server).
- 8. Deadlines:
 - a. Practicum registration is near.
- 9. The meeting was adjourned at 2:39pm.