

Department of Education
January 18, 2018
Minutes

Call to order by Richard Druggish

In Attendance: Michael Bean, Nancy Burton, Andrea Campbell, Richard Druggish, Diane Grych, Kathy Hawks, Terry Mullins, Anita Reynolds, Thea Smith, Kathryn Tucker, William Williams

Announcements:

- Approval of the December 1, 2017 minutes
- Friday, January 26- Last day for students to add classes
- Friday, January 26- Summer and Fall course schedules due to Rick Druggish and Kathy Liptak
- Wednesday, January 31, KnowBe4 Security Awareness Training

New Business:

- Discussion on the Admission to Teacher Education Portfolio and Dispositions-
 - Discussion on the most effective tool to evaluate dispositions
- Faculty reviewed the CPAST rubric for possible use in our program
 - Discussion was held regarding the reliability and validity requirements for the instrument we use vs. the CPAST
 - After a lengthy discussion, the consensus was to use the disposition created in Fall 2017 by Education Faculty, understanding that more work will need to be completed on the reliability factor of the instrument.
- CAEP visit will be Spring 2020- data collection is currently ongoing
- We are looking for ways to provide background checks for students in early field placements
- Discussion was held on the most effective and beneficial method of meeting CAEP Standard 4.
 - Faculty compared the case study method to the TWS method.
 - Faculty discussed the pros and cons of both methods
 - Consensus was to use the case study method for collecting data for CAEP Standard 4.
- SPA Reports are being revised and data is being collected.

Meeting was adjourned.

Department of Education

February 9, 2018

Minutes

Meeting called to order by Richard Druggish

In Attendance: Michael Bean, Nancy Burton, Andrea Campbell, Richard Druggish, Diane Grych, Kathy Hawks, Anita Reynolds, Lethea Smith, Kathy Tucker

Announcements

- January 18, 2018 minutes were approved
- Dr. Diane Grych will be retiring at the end of this semester, but will continue to adjunct and work with the ECRB program when needed.
- The next Department of Education meetings will be February 15, 2018 at 2:00pm, and February 23, 2018 at noon
- The stand-alone Special Education Multi-Categorical Program was approved by the Program Review Board
- Agreed to keep Department Personnel Committee within the Department

Updates and Reminders

- February 14, 2018 at 8:00am - Portfolio seminar will be held during EPAT
- February 16, 2018 – Summer and Fall course schedules due
- February 19, 2018 at noon - Portfolio seminar will be held for those students not in EPAT
- March 1, 2018 - Non-Tenure track letters due to Richard Druggish
- March 9, 2018 – Teacher Education Portfolios due
- March 16, 2018 - PACs from individual faculty members due
 - Goes to Department Personnel → College of Professional Studies (COPS) Personnel Committee (Dr. Nancy Burton the Department of Education rep.)→Department Chair→COPS Dean→Provost
- March 19, 2018 – April 4, 2018 - Advising for the Summer 2018 and Fall 2018 semester
 - Department of Education Group Advising: 3/22, 3/36, 3/28 9:00am-3:00pm in Marsh Hall Rm139
 - Faculty can meet with their advisees individually as well

New Business

- Summer and Fall course schedules discussed
 - Graduate Program: Issues regarding options for students who need to take courses both terms were addressed. At least one Core course needs to be moved to 2nd Summer Term For example: there are no EDEL courses being offered 2nd Summer Term
 - Beckley Block likely in the Fall
- Graduate Program recruiting discussed
 - Mercer County started a co-hort with Marshall University for Masters Reading Specialist
 - Jamie Elley will be coming to collaborate on Graduate Program
- Dispositions discussed
 - 10 focused dispositions approved
 - Rubric and points of collection discussed. Richard Druggish motioned to approve, Kathy Hawks 2nd, Nancy Burton moved to table until next meeting.
 - Validity is fine, but need to look at reliability. VCU rubric of dispositions used to base our reliability.
 - Possible points of collection:
 - At Admission – Program Faculty (EDUC210 & SPED303 faculty complete)
 - At Student Teaching – Clinical Faculty (mentor teacher & university supervisor complete)
 - At Block – Program Faculty & Cooperating Teacher complete
- Early Childhood Special Education Program – discussed how the program was presented to students during advising, and the future of the program. Discussed possibly combining ECSE with the stand-alone SPED Multi-Categorical program.
 - ECSE won't be recognized by because there will be no students
 - How do we bring bag a dormant program?
 - Discussed co-teaching multiple levels within one course so students could specialize. (i.e. Andrea Campbell teaches PK, Kathy Tucker teaches K-6, Nancy Burton teaches 5-Adult). Faculty would split the hours for payroll purposes
 - Discussed keeping the General Science Program, and setting it up so students could specialize in Biology, Chemistry, etc.

Department of Education
February 15, 2018
Minutes

Meeting called to order by Richard Druggish

In Attendance: Michael Bean, Nancy Burton, Andrea Campbell, Richard Druggish, Kathy Hawks, Terry Mullins, Anita Reynolds, Lethea Smith, Kathy Tucker, Willy Williams

Announcements

- Minutes from February 9, 2018 were approved following changes
- Students have concerns regarding the new Teacher Education Program portfolio requirements
- If teachers in the public schools strike, field experience hours will be adjusted accordingly

Updates and Reminders

- February 16, 2018: Summer and Fall 2018 course schedules due
- February 19, 2018 at noon: Portfolio seminar
- February 20, 2018 at 12:30pm: Portfolio seminar that will be video conferenced with Beckley
- February 23, 2018: Department meeting at noon
- March 1, 2018: non-tenure track letters due to Richard Druggish
- March 9, 2018: Teacher Education Portfolios are due
- March 16, 2018: PASs from individual faculty members due
- March 21, 2018: Names for “Outstanding Student” due for Honors Banquet. Will go over names at next Department of Education meeting
- March 19, 2018-April 4, 2018: Academic advising for Summer and Fall 2018
 - Department of Education Drop-In advising: 3/22, 3/26, 3/28 9:00am-3:00pm in Marsh Hall 139
 - Faculty can meet with their advisees individually as well
- March 26, 2018: Denuzzio Award names due

New Business

- Fall 2018 Undergraduate and Graduate Program course schedules discussed and reviewed.
 - Richard Druggish discussed the possibility of separate EDUC306 sections for elementary and secondary majors due to the secondary methods block
 - SOSC414 will be taught by the Department of Education again
 - Possibility of offering EDSP265 in Beckley through the Department of Psychology
 - SPED518 needs to be made a summer only offering beginning Summer 2019
 - Richard Druggish asked faculty to come up with a Graduate Professional Core course rotation plan that would offer each course 2 out of 3 semesters, and bring to the next Department of Education meeting. This rotation will go into effect Spring 2019.
 - The need to enforce Graduate Program course caps was discussed
- Assessment points for Dispositions reviewed and discussed. Approval tabled until next meeting
 - Reasons for data collection were discussed. If there is an issue with a Disposition Assessment then a plan of improvement and an interview would be developed and conducted
 - 2 versus 3 points of data collection discussed
 - Agreed to 3 points, but actual points are tabled until next Department of Education meeting
 - Richard Druggish will work on a rubric and plan of improvement

- Elementary K-6 program updates discussed and reviewed. Approval tabled until next meeting.
 - Elementary Methods Block changes: EDSP415 (previously SPED309) will be moved out of the Elementary Methods Block to the Pro. Ed. Component, EDUC416 “Assessment and the Data Informed Student” will be added, Elementary Science and Social Studies Methods were combined into one course, EDUC311 was re-named to “Understanding Reading Programs” and moved from the Methods Block to the Content Component. The new block won’t start until Spring 2019 at the earliest
 - Reading Language Arts Content Component changes: EDUC308 “Reading in the Early Grades K-2” was added to program, EDUC309 renamed “Reading in the Intermediate Grades 3-6,” EDUC307 was renamed “Language Arts & Writing Across the Curriculum.”
 - Content area changes: content courses (ART200, MUS204 and PED401) will sub for general studies Art and PE courses, “Math for Elementary Teachers” will be added (co-teaching this course with the Math Department discussed), students will choose 2 electives (one from STEM list, one from Social/Behavioral Science list).
 - According to Robert Hagerman, if a program makes changes to move towards a residency model a full program review is not needed
 - New Elementary K-6 Program will be available for new students entering CU Fall 2018, or who would like to switch catalogs that do not plan on taking the Elementary Methods Block until Spring 2019
 - 15 hours of Reading Language Arts coursework will allow students to get a reading endorsement
- Academic Dishonesty issue addressed regarding falsified Praxis Core scores. It is the unanimous consensus of the Department of Education to remove this student from the Teacher Education Program. It was also recommended this student’s case be brought to the Academic Dishonesty Committee
- Early Childhood Special Education Minor presented by Andrea Campbell. Kathy Hawks motioned to accept the Early Child Special Education Minor, Terry Mullins seconded. Department of Education voted unanimous approval.
 - Minor can be attached to any program at Concord University, and would be a non-degree minor in ECSE
 - Students already enrolled in the Stand-Alone Special Education Program would only need to take an additional 6 hours (2 courses)
 - Goal would be to prepare students to pass the preschool special needs Praxis exam
 - Concord University wouldn’t be recommending students for licensure, but the Praxis Exam that is sent to the state would be used to determine the endorsement. This means no SPA would be needed, similar to how the Autism Endorsement in the M.Ed. SPED program works
 - Minor will now be taken to the College Chairs Committee, then to the Academic Council
- Other updates and news:
 - Kathy Tucker and Willy Williams are working on an “Oh, The Places You’ll Go!” in Education board for the Department of Education. It will display all of the locations faculty members have taught to demonstrate to students that a degree in education can get them a job anywhere.
 - Michael Bean joined the WV Board/Advisory Council for Principals
 - Business and Education have submitted letters for non-tenure track faculty
 - Assessment Committee will receive matrix of courses taught
 - Faculty Executive Board meeting: concerns about student expression, a university vision and how to raise publicity discussed
 - Concerns regarding new faculty policies were discussed

Meeting adjourned.

Department of Education
February 23, 2018
Minutes

Meeting called to order by Richard Druggish

In Attendance: Michael Bean, Nancy Burton, Andrea Campbell, Richard Druggish, Diane Grych, Kathy Hawks, Terry Mullins, Anita Reynolds, Lethea Smith, Kathy Tucker, William Williams

Announcements

- Minutes from 2/15/18 were approved
- Anita Reynolds and Terry Mullins had a chapter published in an E-Book
- William Williams presented at EERA conference in Clearwater, FL 2/7/18-2/10/18
- Michael Bean and Anita Reynolds have an upcoming presentation at the AABHE conference in New Orleans, LA 3/25/18-3/28/18
- Discussion of “Outstanding Student” Award recipients pushed to the next Department of Education meeting.

Updates and Reminders

- 2/28/2018 – Founders Day Ceremony. Faculty are expected to attend, but if you can’t please notify Richard Druggish, Kathy Liptak or the Provost.
- 3/1/2018 – Non-tenure track letters due to Richard Druggish
- 3/2/2018 – Any questions about CAEP and SPAs due to Robert Hagerman
- 3/3/2018 – President’s Ball
- 3/9/2018 – Teacher Education Program applications and portfolios due
- 3/16/2018 – PAS from individual faculty members due to Richard Druggish & Kim Nichols
- 3/21/2018 – Honors Banquet “Outstanding Student” names due
- 3/26/2018 – DeNuzzo Award names due
- 3/19/2018-4/4/2018 – Academic Advising for Summers and Fall 2018
 - Department of Education Drop-In Advising: 3/22, 3/26, 3/28 9:00am-3:00pm in Marsh Hall 139
 - Department of Education Beckley Advising on 3/20/2018: Kathy Tucker 12-3pm, Nancy Burton 9am-2pm, Lethea Smith 12-3pm
 - Faculty can meet with their advisees individually as well

New Business

- **Jamie Ealey** (VP of Enrollment Management) attended the meeting to discuss education recruitment at the Graduate and Undergraduate levels, as well as program promotion through the Admissions Office
 - There is no current promotion/recruitment happening for Graduate Programs from Admissions Office
 - We can use the University’s Customer Resource Management system, SLATE, to contact students that are interested in an education program. We can target specific students (current, incoming and alumni), and can tailor a message to them. This will cost nothing and can be done immediately!
 - Buy Google Ad Words to target potential students in states that have a teacher shortage. You purchase specific words that potential students would google, and the more we pay for a word, the higher our department will appear in Google search results. Can do the same thing through Facebook.
 - Waive the application fee for the Graduate Program
 - Need to use personal contact such as phone calls, not just emails
- **Academic Dishonesty Issue** discussed. Student would not admit to wrong doing. She withdrew from the Elementary Methods Block, and would like to return to the program in the Fall pending passing Praxis Core Math exam. Faculty upheld removal from program decision from previous meeting. Richard Druggish will discuss with HR to determine if the evidence is enough to warrant removal from the Teacher Education Program.
- **Teacher Education Program** portfolio concerns discussed. If a student wishes to use the old portfolio requirements they are required to submit a hard copy to Richard Druggish. Portfolios are all to be approved unless there is a substantial issue. The deadline for portfolio submission can be extended to 3/16/18 if the student is in need due to the late release of updated requirements.

- **Summer and Fall 2018 Course Schedules discussed**

- Elementary Block will be Athens only, unless a need for Beckley arises based upon enrollment
- Courses need to be displayed as having 2.5 hours per week on the official schedule, but they may not actually meet face to face that often.
- Undergraduate schedule was approved

- **Elementary K-6 program updates discussed**

- Students need to follow the new 4 year plan
- New course numbers approved
- The new program applies to new students entering Concord University in Summer 2018, and those that are still early enough in the program to switch catalogs
- Will phase in the new courses and block while still doing the old ones during Fall 2018 and Spring 2019
- The new block will be offered as early as Spring 2019
- Catalog Change for new EDUC307 and new EDUC309 for course titles and course descriptions. Old EDUC309 will be changed to EDUC 315.
- Kathy Hawks motioned to accept the new Elementary K-6 Program and Four Year Plan. Anita Reynolds seconded. Unanimous approval.
- 3/20/18 College of Professional Studies Elementary K-6 and Special Education Program review, 3/22 Academic Council Review, 4/14 State Board review

- **Secondary Programs discussed.** Changes go into effect in the Fall 2018 catalog (doesn't necessarily mean courses will be offered Fall 2018)

- Art 5-Adult, Art PreK-Adult, Biology 9-Adult, Chemistry 9-Adult, Business 5-Adult and Early Childhood SPED, Math 5-9, General Science 5-9, and English 5-9 BS ED Programs are now dormant. Early Childhood SPED is now a minor. All other dormant programs listed above are encouraged to complete a BS or BA degree in the appropriate content, then complete the MAT Program for licensure.
- SPED 309 will still be listed on the Fall 2018 course offerings
- EDUC 306 is no longer in the Secondary Methods Block
- EDUC 410 Secondary Content Methods – each content area will have a different 3 hour section, or the course could possibly be divided into 2 separate courses consisting of a 2 hour base course and a 1 hour content specific course to utilize co-teaching
- General Science 5-Adult changes/recommendations: Biology, Chemistry, Geology and Physics each need at least 2 semesters of each content, and 2 math courses. BIOL455, the science elective, and Trigonometry removed from program. Three methods courses combined into the EDUC410 Secondary Content Methods course
- Social Studies 5-Adult changes/recommendations: HIST201, Philosophy course, and 1 Economics course removed from program.
- Programs still under review: According to the state, Physical Education and Health Education can now be one program – Physical Wellness. Due to this change, these programs are still under review. English 5-Adult program is also still under review
- Secondary Methods Block will consist of EDUC 410 Secondary Content Methods, EDUC 416 Assessment and the Data Informed Teacher, EDUC 418 Content Area Reading, and EDSP 415 Co-Teaching, Collaboration and Consultation for Inclusion
- Nancy Burton motioned to approve the proposed changes and recommendations to the General Science 5-Adult and Social Studies 5-Adult Programs. Kathy Hawks seconded. Unanimous approval.

- **TEAC updates discussed.**

- Beginning 7/1/18 student teacher mentors must have 5 years of teaching experience, completed E-Learning training from WVDE or have a Master Mentor Certification through the state or be a National Board Certified Teacher, and have obtained “Accomplished” the last 2 years.
- State working on new MOU template to standardize throughout the state for all universities
- Robert Hagerman asked institutions to standardize evaluations across the state, wants to meet with those institutions using the Residency Model to be in a pilot program, and asked institutions that have questions about CAEP and SPAs to provide them to him by 3/2/2018.

- Course matrix needs to be submitted to Kathy Liptak ASAP

- Department of Literature trying to add an additional General Studies course requirement

Department of Education
March 8, 2018
Minutes

Meeting called to order by Richard Druggish

In Attendance: Michael Bean, Nancy Burton, Andrea Campbell, Richard Druggish, Diane Grych, Terry Mullins, Lethea Smith, Kathy Tucker, William Williams

Announcements

- 2/23/18 minutes were approved
- 3/14/18 Special Education Program on State BOE Agenda for approval
- Dr. Burton & Dr. Grych received the Presidential Excellence Award at the Founders Day Ceremony

Updates and Reminders

- 3/16/2018 – PAS from individual faculty members due to Richard Druggish & Kim Nichols
- 3/19/2018 – Teacher Education Program applications and portfolios due (deadline extended from 3/9/18)
- 3/21/2018 – Honors Banquet
- 3/26/2018 – DeNuzzo Award names & recommendation letters due
- 3/19/2018-4/4/2018 – Academic Advising for Summers and Fall 2018
 - Department of Education Drop-In Advising: 3/22, 3/26, 3/28 9:00am-3:00pm in Marsh Hall 139
 - Department of Education Beckley Advising on 3/20/2018: Kathy Tucker 12-3pm, Nancy Burton 9am-2pm, Lethea Smith 12-3pm
 - Faculty can meet with their advisees individually as well
- 3/29/2018 – Department of Education meeting at 2:00pm
- 4/9/2018-4/13/18 – Transfer and Re-Admit advising. Email Andrea Tabor dates and times you are willing to help, and she will set up the appointments for you.

New Business

- **Outstanding Student Award Nominations:** Melanie Meachum (Elementary), Kaitlyn Watts (Elementary), Elizabeth Alley (Secondary), Casey Mandeville (Secondary)
- **DeNuzzo Award Nomination:** Elizabeth Alley (Secondary). She will need 2 letters of recommendation. Dr. Burton and Dr. Tucker volunteered to write
- **Academic Advising:**
 - Special Education Advising: Please refer all potential/new special education majors to Dr. Burton, Dr. Tucker or Dr. Campbell for advising to ensure they are on the right track.
 - Secondary Education Advising: Try to make sure all Secondary Block courses are taken concurrently whenever possible. This is only for Social Studies, General Science, and English. Please refer them to Dr. Druggish to ensure that they are on the right track, and so we can establish a Secondary Block listing.
 - New Elementary K-6, General Science and Social Studies 5-Adult Programs can be used during advising
- **Completer Case Studies for Standard 4:**
 - CAEP requires follow-up case studies of graduates at undergrad and graduate levels
 - Can include plans with progress steps as evidence for standards if site visit is no later than Spring 2020, which we qualify for.
 - Can use Spring 2018 as a pilot study, and use Fall 2017 and Spring 2019 as hard data
 - Component 4.1 types of evidence and plan discussed.

- Identify Spring 2017 or earlier graduates within elementary, secondary, MAT and MED fields to participate in case study
- Possibly do graduate tuition waiver to entice students or partner with county PDS
- Possible case studies: Sarah Woody year long school system (elementary), Debbie Fisher & Rhonda Thomas (MED). Secondary and MAT still up for nominations
- Student will need to provide contextual factors, plan a unit (can use one that is already in place), be observed by a Concord University professor, and provide the Department of Education with pre and post test data. Professors will need to interview principals and do a followup survey as part of the observation process, and provide comments based upon WV Professional Teaching Standards
- 4.2-4.4 requirements are being met by instruments that we already use

- **Disposition Assessment:**

- 2 points of collection were established:
 - 1) Admission to Teacher Education – done in EDUC210 or SPED303, or EPAT if transfer student
 - 2) Admission to Student Teaching – done during block
- Will be added as an assignment via LiveText, and professor completes for only specific students (randomly assigned based upon rosters, and previous submissions)
- Can do a disposition assessment in any course if professor feels it's needed for a plan of improvement
- Need to address/analyze the data collected
- 3 categories comprised of 10 dispositions

- **Committee Reports:** Starting Fall 2018 all midterm grades need to be reported, not just D/F

- **Praxis Workshops:** Three 1 hour special topics courses for Praxis Core Math & Writing will be available Fall 2018. There will be 2 courses for math, and 1 course for writing.

Department of Education
March 29, 2018
Minutes

Meeting called to order by Richard Druggish

In Attendance: Andrea Campbell, Richard Druggish, Diane Grych, Kathy Hawks, Terry Mullins, Lethea Smith, Kathy Tucker, William Williams

Announcements

- March 8, 2018 minutes approved
- April 20 – Department of Education meeting at noon
- Updated General Science 5-Adult and Social Studies 5-Adult programs were approved through the Academic Council.
- Stand-Alone Special Education catalog changes were approved through the Academic Council
- Elementary K-6 program changes were presented to the Academic Council, but were tabled primarily to gain input from departments. The main discussion point was the plan for ART200, MUS204 and PED401 being used towards General Education credits.

Updates and Reminders

- March 30 – Last day for dropping courses with a “W”
- April 6 – Teacher Education Program portfolio reviews due via LiveText
- April 12 – Professor of the Year Awards Reception and Dinner
- April 15 – WVTPA Rubrics submitted via LiveText
- April 15-April 17 – HLC Team will be on campus.
 - April 15 – Arriving Sunday evening, and will be completing a campus tour
 - April 16 – will be on campus from approximately 7:45am-5:00pm
 - April 17 – will be on campus from approximately 7:45am-noon
- April 20 – Honors Banquet
- April 21 – New Student Orientation
- April 30-May 1 – PDS State Meeting

New Business

1. HLC Presentation by Dr. Cheryl Barnes and Dr. Kathy Liptak

- 4 HLC Team members will be on campus April 15, 2018-April 17, 2018. A schedule of meetings/events will be released a few days prior to the visit. There will be open meetings, as well as drop-in sessions for students, faculty and staff to provide comments and feedback on April 16, 2018. Everybody is encouraged to attend the open meetings to voice opinions of improvements.
- All sections have been uploaded to the portal. These include the Federal Compliance section, the Assurance Argument, and the Student Opinion Survey. In order to meet certain Federal Compliance requirements a new Consumer Information webpage was created, as well as a student complaint form.
- The Assurance Argument consisted of 5 criterion that all must be met. Long-Term and Short-Term plans had to be established for every area in the university.
 - **Criterion 1: Mission/Vision** – guides everything we do at Concord. We had to fill in the “gaps” by revising the mission that was established in 2015.
 - **Criterion 2: Ethics & Integrity** – HEPC sets most of the policy and procedure guidelines for programs and the BOG. Students and Faculty are protected through handbooks, hiring processes, and tenure policies
 - **Criterion 3: Teaching & Learning** – Do our current programs meet needs of students and community, how do we develop new programs (who, what, how, etc.) and content areas?

- **Criterion 4: Academic Assessment** – Assess academic programs and the general education program. The Quality Initiative Program was established to address General Education, Assessment and Program Review. We needed to align courses to new goals and standards to make sure we addressed the university Mission and Vision. Another area addressed was enrollment management with regards to the decrease in high school graduates, an increase in international students, and the development of the Promise Plus Scholarship that will include a student’s room/board fees. A new Gap Fund was also established for student emergencies that would cause their academic career to suffer.
 - **Criterion 5: Finance & Resources** – Addressed the decline in enrollment, decline in WV residents, loss of funding from state of WV (down to 33% from 50%), pay raise limits and freezes, and votes of no confidence.
- 2. Denuzzo Award Matter** – due to an incorrect letter of recommendation submission deadline, the nomination of Elizabeth Alley was unable to be made. Through Dr. Hawks’ inquiry we learned that any student that qualifies for the Denuzzo Award can be nominated as long as 2 letters of recommendation are provided, meaning any department can nominate as many students as they wish. Discussion of future nomination procedures followed. This included the idea that a list of candidates be presented to faculty members, then they can choose to write letters for any and as many students as they wish without a department vote.
 - 3. Professor of the Year Awards Reception and Dinner** – Concord University has purchased a table for the event. The reception will begin at 6:00pm in Charleston on April 12, 2018. Any faculty member that wishes to attend please let Dr. Druggish know; there are limited seats available.
 - 4. WV TPA** – let Dr. Druggish know of any “unsatisfactory” ratings. Students must submit their TPA by 4/8
 - 5. Academic Council review of programs** – General Studies 5-Adult and Social Studies 5-Adult programs and 4 year plans were approved, and will be available to students as soon as possible. The Elementary K-6 program was presented but tabled due to the Fine Arts and PE components. A solution that was presented for this issue was a third elective for the arts, which would result in the removal of ART 200, MUS204 and PED401 from the Elementary K-6 program (would be added to 3rd elective list), or combining ART200, MUS204 and PED401 into one course or into three 1 credit hour mini courses.
 - 6. Early Childhood Special Education** – this program was unable to be considered a minor since pre-requisites aren’t required for minors. ECSE will need to be a concentration in order for pre-requisites to remain. ECSE 402 and ECSE 403 will be combined into one course (ECSE 321), and will not have a field experience associated with it. Catalog changes will not need to be presented to the Academic Council, but will need to go to the Provost Office for approval. Diane Grych motioned to approve the changes made to the ECSE concentration, Kathy Tucker seconded, unanimous approval.
 - 7. Completer Case Studies** – faculty were asked to review a listing of recent graduates, and choose once from each area (elementary, secondary, MAT, EDEL, RDNG and M.Ed. SPED). William Williams will check with the Human Subjects Review Board regarding case student procedures and reviews.
 - 8. Teach Education Program portfolios** - Alison Conner provided faculty members with sample portfolios that utilized artifacts other than essays. This allowed faculty members to use the new rubric and standards to analyze different forms of artifacts, and come to agreements on ratings/scores.

Department of Education
April 20, 2018
Minutes

Meeting called to order by Richard Druggish

In Attendance: Andrea Campbell, Richard Druggish, Diane Grych, Lethea Smith, William Williams, Michael Bean, Kathy Tucker, Nancy Burton

Announcements

- The following programs are fully approved for Fall 2018: General Science 5-Adult, Social Studies 5-Adult, Special Education Multi-Categorical K-Adult
- Catalog changes for the “Professional Education Core” have been approved by the Academic Council
- Secondary Methods Block will start Spring 2019
- “New” Elementary K-6 program courses will start Spring 2019
- Fraternity vs. Faculty/Staff basketball game – Michael Bean & Willy Williams nominated to play

Updates and Reminders

- April 21 – New Student Orientation
- April 23 – EPAC meeting
- April 24 – Dr. Diane Grych’s retirement reception
- April 30-May 1 – PDS State Meeting
- May 3 – Luncheon for Diane Grych at Sister’s Coffee house in Princeton at 1:00pm
- May 5 – Graduation
- May 9 – Summer Course offerings due
- May 9 – Tentative Department Meeting at 9:00am
- Orientation Schedule: Richard Druggish 6/22 & 6/23, Kathy Tucker 7/13 (tentative), Andrea Campbell 7/28 (tentative), Michael Bean 7/28 (tentative)

New Business

1. Elementary K-6 Program was tabled by the Academic Council pending the following changes:

- GEOG200 isn’t required for Physical Science, but can be used for Elective 1
- ECON201 & BGEN were not considered STEM courses, so they are no longer an option for Elective 1
- CHEM101/111 added to Elective 1
- PSY200 added to Elective 2
- MATH305 “Math for Elementary Teachers” was approved, and will be taught by the Math Department. May end up being co-taught by Math & Education Departments in the future.
- Ideally ART200, MUS204 & PED401 will be taught as a co-hort with each course being 1 credit hour. This would take away the option of a third Elementary Elective List.
 - MUS204 & ART200 proposed as 1 credit hour courses, or students can select one 3 hour art elective
 - PED401 will now be a 1 credit hour course. Mike Miller has agreed to this.

2. Early Childhood Special Education PK-K Concentration

- Approved by Academic Council & will be available to all education majors
- Social Work is considering adding this to their programs.

3. Summer School 2018

- 8 students required for undergraduate summer courses, or will be paid \$500 per student enrolled
- 5 students required for graduate summer courses
- Summer course final offerings are due May 9, 2018

4. Admission to Teacher Education Program reviewed & discussed

- Need to have students provide descriptions of artifacts if they are not submitting an essay
- Discussed making Praxis Core seminars a requirements if a student has more than 2 failed attempts

5. WVTPA scores reviewed & discussed - 3/37 had issues that have not been addressed

- Need to identify strong points in TPA, what needs more work, address how context effects student's lessons, add more depth to video narratives, and break away from classroom teacher's plans.

6. Academic Dishonesty Issue

- Student forged signatures of faculty members for advising, and signed himself inot closed courses.
- Issue has been sent to Rick Dillon, and student will need to appear before the Dishonesty Board. Pending board review, he will need to meet with Dr. Druggish.

7. Dispositions in the Graduate Program

- To be completed during their first core course, in their capstone course and/or student teaching depending on MED vs. MAT program

8. Committee Reports

- Nominative Committee meeting for university officers: Faculty President, Faculty Vice President, Faculty Parliamentarian and Faculty Secretary to be decide