Members Present: Sara Chapa, Angela Jaime, John Kambutu, Audrey Kleinsasser, Francisco Rios, Kevin Roxas, and Jenna Shim

Meeting began 8:35am

Minutes/Agenda

- Post-Tenure review reminder for J. Kambutu in fall 2010 since spring he is on sabbatical. (Peer review of teaching is optional)
- Consensus approval of minutes and agenda

Chair’s Report (Rios)

- Jenny Weatherford, Quantitative Research Assistance
  - If you need her services she is available
  - Research room in Ed building if you need it

- Course Articulation Approval Process and Timeline
  - A. Trent, J. Ellsworth, & T. Krieger are in Casper today to discuss course articulation

- For new course articulation, things to do and think about
  - COE will not accept any 3000 level courses as of spring 2012
  - UW (EDST) will reevaluate courses which are 2450 or 2480 equivalents
  - November hold meeting with Community Colleges to share our textbooks, assignments, student work samples, etc…
  - Suggested timeline (2011)
    - February - Community Colleges - descriptions/syllabi’s submitted
    - March: evaluation by EDST with feedback
    - April: revisions based on Feedback
    - May: revisions submitted and final (dis)approvals
  - Casper is trying to be proactive and work through student issues to transfer to UW
  - Would like to see the same course being taught at Community Colleges that we offer at UW instead of two courses being for the same requirement
  - At next meeting address process for sharing course information and assessing courses
  - Budget can help bring resources to help with this work

- New Course Evaluation Form
  - Handout was passed out (see handout for details)
  - WyoWeb –dashboard access
  - Faculty will be able to see percentage of how many students have completed throughout access period
• Quicker access to final results
• Students think too many question
• Please give feedback on handout
• Some questions unacceptable; some questions overlap
• Was this field tested with student
• Really should do a mid-term not an end of semester (class room check-informal is acceptable)
• Check Uniregs to see how soon we can begin course evaluations

• Practicum Coordination for Spring 2011, Fall, 2011 and Beyond
  o L. Zorko is currently doing it, but it’s only for fall 2010
  o It is not going on anyone’s (COE faculty) workload
  o How are we going to handle this?
    • Proposed that 1 instructor from 2480 & 3000 do this
    • L. Zorko will give info to F. Rios
    • A. Jaime volunteered to do it for both 2480 & 3000

• Peer Teaching Evaluation for AY 2010-11
  o Nice balance to student evaluations
  o Encourage you all to schedule peer-evaluations

Under/graduate Advising Proposal (9:00 Time certain): Kent Becker and F. Rios

• Rule as of right now faculty get 30 advisees. Draft proposal was handed out. (see handout for more details)
• What do you think – give feedback on the 2+2 model? (goes to leadership council next)
  o Does the OTE have the staff to handle this load (yes)
  o Most COE members are agreeable with proposal
  o Is this going to be more of time challenge for student (not sure)
  o Secondary had a lot of content level advising issues
  o Group advising could be a option as well
  o Maybe have College wide advising day and have no classes so students can have a broader opportunity
  o Having electronic 4 year advising sheets will be a big plus
  o Building relationship with students can be part of the college experience
  o Will have a conversation with students to see what they want
  o What is the quality of advising going to be like

• Graduate Advising concerns
  o Is there policy, general guidelines for taking grad students
  o Need to have consistency
  o Students still gets to choose their chair
  o Have an issue with saying faculty must have a least “X” amount of grad students
  o Maybe put in FAPs - who and how many and what year student are in
  o Really need to have an accurate picture

Partnership work and opportunities (Kleinsasser)
• Impact map handed out (see handout for more details)
Shows where we are at in the State and what is being offered by partnership
College pays for director and school district pays for programs

Committee Assignments
- Tenure & Promotion – 1 (alternate for spring 2011)
  - A. Jaime (alternate for J. Kambutu)
- Technology – 1 (3 year term)
  - J. Shim
- Student Fee – 1 (3 year term)
  - J. Shim
- ACGE – (fall 2010 semester only)
  - J. Kambutu (for J. Cho)
- Student Appeals - (fall 2010 semester only)
  - A. Kleinsasser
- Faculty Senate Budget planning - (fall 2010 semester only)
  - L. Keefauver was on this - no one
- Faculty Senate – Janak/Cho
  - E. Janak will continue for fall 2010 – waiting to hear back from J. Cho for remainder of term
- Faculty Library Admin - (fall 2010 semester only)
  - K. Roxas (for L. Keefauver)
- ACTE
  - K. Roxas

APL Update
- Position Description (see handout for more details)
- Letters of Invitation?
  - If you know of someone please pass along names to A. Jaime
- Changes
  - Who have or are ABD By start date
  - Decided not to allow master’s
  - Department background in advertisement may be helpful
  - Terminal degree preferred (Ed. D, Ph. D) or working towards a terminal degree (required)
  - Must have teaching experience
  - Educational Psychology – instead of Developmental Psychology
  - Continues through - position is filled
  - Positions to start fall 2011

CEID reminder
- Remember to do your dispositions & Assessments
- Need to assure getting everyone access who does not

Webpage Update
- Look at faculty page
  - If you have changes please send to S. Chapa
- Added agenda and minutes to quick links – take a look

Mission Statement (See below)
- Did not see international focus
Will talk more about this in Oct meeting

Follow Up Faculty Retreat
Introduction to Common Core Standards, Analyzing Student-Classroom Level Data and Resulting Adaptations, Individualizing Instruction, Productive Field Experiences at 2480 and 3000 Level
  - Let’s put this on agenda for Oct. meeting – (change time to 8:30am to 11:30am)

Academic Plan – Initiatives for 2010-2011
  - Oct. agenda

Administrative Assistant Report (Chapa)
  - Financial Status of Department
    - Legislative, Revolving, and Summer $ update
      - No concerns at this time
      - Will use Legislative money to purchase new computer for F. Rios

Important Dates – Fall 2010
  - Oct. 1st, Sabbatical leave requests due in dean’s office
  - Oct. 1st, Mary Garland Early Career Fellowship nominations due in dean’s office
  - Oct. 15th, International travel grant applications due in dean’s office
  - Oct. 16th, Homecoming Hospitality Tent, Tailgate park, 2:00pm
  - Nov. 4-5th, WSUP “In Praise of Education” Conference, Casper
  - Dec. 6th, Former & current faculty holiday coffee, EA lobby, 4:00pm – 5:30pm
  - Dec. 16th, Final grades due in Registrar’s Office

Fall Department Meeting Schedule
  - October 15 from 9:00am to 11:00am in WH 402 (Friday – Department picture will be taken)
  - November 19 from 9:00am to 11:00am in WH 402 (Friday)
  - December 10 from 10:00am to 1:00pm in WH 402 (Friday – lunch will be provided)

Fall C&I Meeting Schedule
  - Mon. Sept. 27th from 12 noon-1:00 p.m. in EA 318
  - Mon. Oct. 25th from 10:00-11:00 a.m. in WH 402
  - Weds. Dec. 8th from 11:00-1:00 p.m. in WH 402 (with lunch)

Adjourned 10:45am