Educational Studies Department  
MEETING MINUTES  
Friday, April 11, 2014  
9:00 am – 11:00 am  
Education 117

Present: Terry Burant, Angela Jaime, Ed Janak, Audrey Kleinsasser, John Kambutu, Jenna Shim, Allen Trent, Sanghan Kim, and Stephanie Ksionzyk  
Absent: Aurora Chang, Jeasik Cho, Kevin Roxas, and Liz Simpson (absent with apology)

John opened the meeting at 9:05am.

I. Welcome & Approval of Agenda  
John asked to add item III. Next Department Meeting. Ed moved approval of the agenda as amended. Angela seconded. Motion carried.

II. Approval of Minutes  
Allen moved approval of the March 14, 2014, meeting minutes. Ed seconded. Motion carried.

III. Next Department Meeting  
Three faculty will be going to Korea on May 2, which is when our next Department meeting was scheduled. There was a request to move the meeting back to April 25. After some discussion, it was decided that the next Department meeting will be held on Monday, April 28 at 11am.

IV. Department’s Needs for Fall 2014  
A. Uncovered Courses  
John reported that Aurora and Liz will not be with us in the Fall. Though not official, Kevin will also most likely not be with us. Liz had offered to teach 2450 via “hybrid” delivery; however, due to the stipulations of UW’s agreement with Community Colleges as well as of courses which are considered Outreach, the Leadership Council denied the request. Audrey suggested that speaking with Michael regarding this matter would be appropriate.

- Request for GA/s  
John submitted a request for two graduate assistants (GAs); one has been approved, and there has been some indication that the second will also be approved.

- Temporary Help  
The Leadership Council suggested that we think about also hiring one or two adjuncts to help teach classes next year. A possible scenario of how to cover classes next year was distributed at the meeting, which John went over.

Allen said that he was worried about only having two sections of 3000, because of his personal experience. Ed also explained that there would be ramifications campus-wide if the First Year Seminar was cancelled since it had been selected as one of a handful to be piloted this year. The EDCI/HIST 4665/5665 that Ed is supposed to be teaching in the Spring was also not on the course list. Ed suggested that, maybe our situation with faculty shortage warrants an exigency hire. Regarding 3000, Angela pointed out that we only have three sections scheduled, and one is the urban section for which Kevin was going to advertise. Maybe we could add another section of 3000 this Spring. John provided some history about 3000: Last Fall, we had three sections, but had to cancel the Denver section and split Terry’s section into two to meet faculty load. An ideal situation
is to have 25 students or less, and we may need to reduce the enrollment caps in the future. But for now, given our resources, we can look at the numbers and see if we need to open a new section and hire temporary help. Angela suggested we push for more enrollment in the Cheyenne section. There has been some negative feedback regarding the number of students placed in Albany County schools. However, there has also been positive feedback as well; teachers have reported to Terry that they appreciate that she checks in on them and the students. Angela suggested we gather feedback from the teachers, which would be helpful in the long run. For the Cheyenne practicum, we would need someone who would represent us well so as not to lose consistency. Allen thinks the schools in Cheyenne would be very receptive to more students, and maybe we can open another Cheyenne section in the future. Ed also suggested if we have a section in the afternoon, there could be some local teachers who could teach a section. Jenna wanted to clarify that although there are two sections of Methods of ESL, it is actually only one class. The two sections allow students who are on campus to not have to pay Outreach fees. There were a few suggestions of potential adjuncts; John asked faculty to continue to send him names.

▪ First Year Seminar (EDST 1230)…?

The Leadership Council felt that because EDST 1230 was not required until Fall 2015, the department should consider offering this in the future when our situation is better. However, it is the Department’s decision. Audrey asked the department to consider the Leadership Council’s recommendation with caution. John suggested Ed could maybe teach this as an overload. Ed reported that he does not have to take the buy-out for being Faculty Senate President; it is an option, but not a mandate. However, it would kill his research agenda for the year if he did not take a buy-out and taught instead. Audrey requested the department to determine its priorities and added that Ed not taking the buy-out should be a last resort. Right now, the most important thing is the CPM.

▪ CPM

During John’s last meeting with Michael, he indicated that we will get the faculty positions back because they teach required courses, but this is not guaranteed. There is no longer a CPM process at the University level, but it is still serving as a placeholder at the College level on how we approach Old Main and also how we compete with the other College departments. John asked what positions we should go for. Assistant Professors, APLs? We can only justify an APL if we increase the number of sections we offer. Allen thinks we need another APL, but we don’t want to lose our research agenda. We are losing two tenured and one untenured faculty. Audrey suggested going for three Assistants. The CPM requests are due April 14; John will send out a draft and asked faculty to provide feedback. Audrey asked what expertise we are looking for. There seems to be a sense in the College that our courses are interchangeable, and the faculty can teach all of them. Angela suggested focusing on foundations (especially ed psych), diversity and social justice, ESL, American Indian education, assessment, and experience in the classroom. Allen suggested we might find information from old job ads, and also to focus on required courses and large enrollments as the basis for needing these positions. Angela asked about getting a visiting scholar in the summer. Audrey replied, we could if we have someone in mind, but it would take a lot of time and energy to conduct a search. John will send out a preliminary draft of the CPM requests and asked faculty to provide feedback. He will need to submit the CPM to Debbie by noon on Monday.

V. Unit Plan 2015-2020

On the UW Plan and Planning Process memo, there are five questions which need to be answered for our Academic Plan. The Department Heads will need to submit the answer to #1 to the Dean’s Office. John may ask faculty for information on specific work done in the state and asked to please respond ASAP. If you have publications that are in the pipeline, please let John know. John also asked faculty to provide thoughts on the last bullet point (Strengths, weaknesses, opportunities, and challenges by department). Ed said that this plan will be used to determine faculty lines. Also, Ed mentioned that HR is requiring new training for all those who work with personnel, including
those who sit on search committees and vote on T&P. All of the EDST faculty must complete the training. Stephanie will send out the link.

VI. edTPA/LiveText Task Force – Allen Trent

Allen reported that each year brings new challenges, but it is going relatively smoothly and there is a lot of support.

VII. Announcements

A. Congratulations!

- Terry Burant – Outstanding Teaching Award
- Ed Janak – 2014 Patricia McClurg Education Faculty Fellowship Award

The Department recognized both Terry and Ed for the great work they are doing and for winning these awards.

- Angela Jaime – Successful Shepard Symposium

Angela has been working with Audrey and Beth, who have been wonderful, and thanked Stephanie for her work with the Shepard Symposium. She is hoping to expand Educator’s Day, and also to mentor someone next year to take over the Symposium the following year.

B. Thanks! ... USP request forms

John thanked the Department for all of their work on the USP request forms and documents. Leslie was impressed that we pulled it off on such short notice. EDST 2450 and EDST 3000 were supported by ACTE. Angela reported that she had asked that EDST 2480 be tabled until after the next meeting about the D and G designations. If D is kept, we will not pursue the H designation for EDST 2480. It is also possible that the D and G designations could be kept at the College level. Angela encouraged those that support keeping the D and G to help continue the conversation.

John had served on the USP committee and supported keeping the D and G designations because there would be certain topics that would be left out of classes with the hybrid H designation. After much deliberation among the committee, the only way John could live with having the H designation was if these ‘toxic’ topics would be required in the first year seminars and that there would be a 4 year longitudinal study to see if the infusion model works.

Ed reported that there are two parallel conversations occurring. The Arts & Sciences core will continue with the D and G designations, once the College approves it. This will also impact many of our Education majors. As far as the Faculty Senate is concerned, a two-thirds vote is required to bring the USP back to the floor; however, there is language to bring it back for revision in the future.

C. Diversity & Social Justice Minor Approved

The Diversity & Social Justice Minor has been approved at the College level. Both courses have been sent to the University Course Committee for approval. The minor will then go to the Deans & Directors for approval.

D. Update syllabi with new prerequisites for EDST 2480 & EDST 3000

Stephanie will send out the language of the new prerequisites for EDST 2480 and EDST 3000.

Terry brought up that there was a question regarding EDST 3000 during the ACTE meeting regarding the Com2 designation, which will be sent to Leslie.

John reported that Dr. Kim is working on a storybook which was developed in Korean. Jeasik’s daughter will be translating it into English, so that it will be in both languages.
John reminded the Department that the College Faculty & Staff Awards Luncheon is after the meeting today starting at 11:30am. He thanked the faculty for being involved in College-wide events and meetings.

Allen asked what was the best way to handle students who are trying to register for EDST classes, but are unable to. Stephanie asked that faculty send her the student’s W# and the exact error message they receive while trying to register, so she can look into why they aren’t able to register.

Audrey reported that NNER proposals are due at the end of the month. Five people are going to the Summer Symposium, including Angela and John.

VIII. Important Dates

- April 11 – CoEd Faculty & Staff Awards Luncheon – Hilton Garden Inn, 11:30am
- April 14 – CPM requests due in the Dean’s Office (tentative)
- April 18 – Non-Instructional Day (Easter Break)
- May 2 – Last day of classes
- May 5-9 – Finals week
- May 8 – CoEd End-of-Year Burrito Breakfast, 7:30-9am (as you’re available), Ed Annex (room TBA)
- May 10 – Commencement

IX. Adjournment

Ed moved to adjourn the meeting. Terry seconded. Adjourned at 10:55am.

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Stephanie Ksionzyk
Office Associate