John opened the meeting at 11:05am.

I. Welcome & Approval of Agenda

Allen asked to add an item on attendance, if there is time. Audrey also asked to add an item on the UW Foundation if there is time. Ed moved approval of the agenda as amended. Angela seconded. Motion carried.

II. Approval of Minutes

Allen moved approval of the April 11, 2014 meeting minutes. Ed seconded. Motion carried.

III. Thank you!

John thanked the Department for a great semester! The faculty exhibited quality work and focus. He wished everyone a fun summer, and he is looking forward to the next academic year. He also thanked the Department for changing the meeting date to accommodate those going to Korea. He also thanked Kevin and Stephanie for organizing lunch as the meeting was going to run through the lunch hour.

IV. Department’s Needs

A. GAs & Adjunct Faculty

A second GA was approved for the Department. GA 1 will teach Foundations, working closely with Terry, and GA 2 will teach Diversity and maybe Teacher as Practitioner or Assessment, working closely with Angela. John suggested that Ed could possibly teach EDST 3000 in the Spring, since we still have one section that is not covered. John also reported that the First Year Seminar will be taught in the Fall since it is a pilot course.

A committee has been formed to identify who our GAs will be and includes Angela, Allen, Jeasik, and Terry since they will be working closely with them. Angela reported that they have eight applicants so far, and she encouraged any interested to send her a résumé and cover letter. The committee will be meeting today at 3pm in the Reusser Room. They will also talk about adjuncts as well and asked faculty to send them any ideas. One will teach EDST 2480 in the Fall, and one or more will teach EDST 2480 and EDST 3000 in the Spring.

John added that adjuncts will cost the College some money, but GAs are state funded and won’t. For the GAs, doctoral students in the C&I program will get preference, then they’ll look at doctoral students in Counselor Education, and finally masters students. There will be a ‘search process’, and candidates will give a mini teacher talk. Audrey pointed out that a teacher talk would be intimidating for many. Through the teacher talks, we hope to see whether a student is able to teach; however, we should look at ways to tone it down so it’s not as intimidating.
John thanked the faculty for promptly sending their votes electronically to decide on which faculty positions to pursue, and also for helping to prepare the CPM requests. We made a strong case at the CPM proposal meeting, but we still do not know what positions we will get. The votes were cast last week, but Michael currently doesn't know the results.

As this is the last Department meeting of the year, John proposed that we think about a search committee and plan as if we will be getting all three positions back. However, he invited a discussion relative to department’s preference in terms of either having just one committee for all three positions or having a committee for each position. John indicated that, typically, a search committee has a minimum of five members. Therefore, he proposed having two committees, one that would focus on 2480 and 3000 and one that would focus on 2450, since they have differing qualifications. Ed thought that was a great idea. Terry pointed out that the emphasis of 2450 has changed and, in many ways, has become more aligned with 3000. Audrey asked what the faculty’s thoughts were on non-department committee members. John replied that the committee chair(s) would form the members, but he would recommend three from the department, one from outside the department, and one from the local schools. Audrey suggested that there be one committee with two co-chairs, so that each chair would be ‘in charge’ of an area of focus. She also asked how John sees his role. John reported that he will be checking the “temperature”, be involved throughout, but he will not direct the process as that would be the chair’s role. Kevin pointed out that some applicants may apply to both job postings, and if there are two committees, there could be double the work. Ed suggested that having separate committees could help dispel the notion that our classes and faculty are interchangeable.

John suggested that we be proactive and have committee chair(s) set up now, so that they can begin to look at the search emphasis and qualifications over the summer, rather than waiting until August to form committees. Then by January, we could begin to bring in candidates. Ed asked if there is an assumption that the chair(s) and committee members would need to be here over the summer to work on this. John replied that faculty would not need to be physically here; technology can be used to connect the committee/s, but work will go on over the course of the summer. Ed also asked if there has been any news on the Dean search. If someone would want to serve on that committee, he/she may not want to volunteer for our search committees. John reported that there has been no news on the Dean search.

On faculty searches in the department, Ed said he would argue for having two search committees. Angela suggested that the two committees could collaborate, especially in cases where applicants have applied to both job postings. Audrey pointed out that there may not be enough people for two committees. Allen recommended against the same person serving on both committees, if there are two. It is a very extensive process and a lot of work. Jeasik suggested that rather than relying on outside members, he would support one super committee so that we can collaborate. There will also be a lot of work for Stephanie; Audrey suggested maybe we could lean on the Dean’s Office to help her.

John proposed having two committees with two chairs who would collaborate. Chairs would have the responsibility of choosing the committee composition. One committee would focus on 2450. The other committee would focus on 2480 and 3000. Ed moved that we have two search committees. Angela seconded. Motion carried.

John proposed that Jenna serve as the chair of the 2450 committee, working collaboratively with Terry. Jenna suggested that Terry is more knowledgeable about 2450 and asked if she would be co-chair with her. Angela nominated Jeasik to serve as the chair for the 2480/3000 committee. Allen moved approval of Jenna and Terry as co-chairs of the 2450 committee and of Jeasik as chair of the 2480/3000 committee. Angela seconded. Motion carried.
Ed volunteered to serve on the 2450 committee, and Audrey and Angela volunteered to serve on the 2480/3000 committee.

A link to the Diverse Workplace training was included in the agenda, and John reminded faculty that they must complete this in order to be involved in the search process.

V. Salary Increase (Market, Merit- Exceeds- 1.53% and Merit- Satisfactory- 1%)

John presented the salary increase percentages as were provided by the College.

VI. New Grading Options for Fall 2014 – Pluses & Minuses

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The new grading system, introducing pluses and minuses, is optional. The grade percentages can be found in the UniReg. Allen suggested we may need to talk about Department percentages if we decide to have one grading system for all EDST classes.

VII. Informational Items

A. CoEd Administrator Evaluations… through May 8
   - Michael Day, Suzie Young, Leslie Rush, John Kambutu

B. Course Evaluations… through May 9

John encouraged the Department to complete the CoEd Administrator evaluations by May 8 and also to encourage their students to complete course evaluations by May 9.

VIII. UW Foundation – Audrey Kleinsasser

Audrey mentioned that at the University level, there has been a big emphasis on working with donors. Thus, she suggested that in the future, we may want to have someone from the Foundation come and talk with us as a College. A few months ago, our College Gift Officer Tyler Spear came to our Department meeting. Angela suggested that he could come to a meeting this Fall as a follow-up, as a few faculty were unable to attend.

IX. ESL Endorsement/Certificate Program – Jenna Shim

Jenna distributed handouts on the mission and vision of the ESL Endorsement/Certificate Program students and the number of EL students in Wyoming’s school districts. She also passed around a draft program brochure that she has been working on. They have begun collecting video testimonies from ESL students and graduates and showed the Department an example. She provided a little background on the program – It was approved in 1999 and received PTSB approval in 2008. The endorsement is available for both undergraduates and graduates. The program does not have any income, and they are currently looking for funding so the program can continue to grow and recruit more students. A few years ago, all of the courses began to be taught solely by the College of Education, but ESL program graduates have found jobs in other fields as well. Jenna also sees that, down the road, more faculty will be needed to cover ESL classes, if the program continues to grow as it has been.

X. Visiting Scholars' Reflections – Kyoungho Lee & Sanghan Kim

Dr. Lee will be continuing at UW for another year, but Dr. Kim will be returning to Korea. They recounted the work they accomplished and the great experiences they have had this year. They also thanked the faculty and staff for their kindness and support.
XI. Photovoice Project – Kevin Roxas

Kevin shared his Poudre Valley School District photovoice research project with the Department. It was a blending of photography, storytelling, research, and social activism, both individually and collectively. The principal investigators received a grant for over $42,000. They worked with ELLs, newcomers, and immigrants from elementary through high school, as well as cultural mediators, family liaisons, and Spanish-speaking parents. The individuals involved in the project created posters that told their stories and experiences through text and photography. A public exhibition of these posters was held for a month in Fort Collins, providing a community forum. Kevin brought many of the posters to the meeting so the Department could take a closer look at them and shared some of the stories and experiences that struck him during the project. Kevin felt that the most significant question that arose from the project was to ask ourselves – In what ways can we insert and increase students’ voices in our own work? He also noted that collaboration across different disciplines was very valuable.

XII. Announcements

A. Happy Birthday!
   - July … Allen
   - August … Jeasik & Stephanie

XIII. Important Dates

- May 1 – Tim Rush’s retirement reception, 6:00pm, Vee Bar
- 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
- May 10 – Commencement reception for faculty & staff, 1:00-3:00pm, Michael Day’s home
- May 15 – Grades Due by Noon
- June 15 – Department annual reports due in the Dean’s Office (tentative)

XIV. Adjournment

Allen moved to adjourn the meeting. Angela seconded. Adjourned at 1:15pm.

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Stephanie Ksionzyk
Office Associate