Educational Studies Department
MEETING MINUTES
Friday, November 14, 2014
9:00 am – 11:00 am
Education 117

Present: Terry Burant, Jeasik Cho, Angela Jaime, John Kambutu, Audrey Kleinsasser, Jenna Shim, Kyoungho Lee, and Stephanie Ksionzyk

Absent: Ed Janak (absent with apology)

John opened the meeting at 9:12am.

I. Welcome & Approval of Agenda
Angela moved approval of the agenda. Terry seconded. Motion carried.

II. Approval of Minutes
Angela moved the approval of minutes from October 17, 2014 meeting. Terry seconded. Motion carried.

III. Announcements
A. November ... Happy Birthday, Terry, Angela & Jenna!
B. Lori Howe ... EDST 2450 Spring
   - Has been hired as a GA to teach EDST 2450 in the spring of 2014. She comes recommended highly by Suzie & Leslie. She met with Terry before a final decision was made to hire her.
C. EDST 3000 has been approved as COM2
D. T&P Packets ... Due 12/5; T&P meeting on 12/18 @ 8:30am
   - John will write teaching reviews after packets are received on 12/5. He plans to write comprehensive reviews after T&P meeting on 12/18
   - Because the departments tend to set T&P tone, faculty were requested to provide detailed, purposeful feedback like they have done in the past
   - Audrey commented on the purpose of personal narratives, that is, to inform other reviewers at college and university levels. Thus, it's good for candidates to focus on where they are going; shouldn’t be long (2-3 pages.)

IV. Department Head’s Report – John Kambutu
A. Summer Course Schedule ... Due today
B. NCATE Visit/College Conceptual Framework
   - Department will be asked to help out, especially with the assessment and diversity/social justice narratives
   - Leslie is forming a Task force, made up of at least one person from each department to look at the college’s Conceptual framework; Terry volunteered to serve
C. 100 Endowed Chairs/Professorships (potential areas)
   - Old Main & Trustees are planning to request funding from state legislator for 100 endowed chairs/professorships
   - This issue was also discussed at the Leadership Council meeting where John proposed endowed chairs/professors in Human Culture, ESL, and Teachers of American Indian Children.
D. NNER 2015 Summer Symposium / Partnership Update – Audrey Kleinsasser
- UW will co-host NNER 2015 Summer Symposium, and different events are scheduled such as:
  - Wyoming Day that will be the day before official Symposium. The day will be open to school superintendents and all in the CoEd
  - Social event on the 25th; will be looking for funding to help cover costs (approximately $5,000)
- As usual, the Partnership will sponsor 5 participants from around the state
- A few committees will be set up to help with various aspects of the Symposium
- Meanwhile, the Partnership has picked up PTSB as a member, but lost a few other members
- Angela moved to provide $1,000 in funds to support the Summer Symposium. Jeasik seconded. Motion carried.

E. Professional Clothing Swap 12/6 ... Support request – Terry
- Terry had requested funding from the OTE departments; Received $550 total from Elementary Ed, Secondary Ed, and OTE
- Audrey moved that Ed Studies provide $450 in funding (to bring the total to $1,000). Jenna seconded. Motion carried.

F. ESL Research Project in Casper – Jenna
- Jenna presented a funding proposal to support a research project that she will be starting in Casper this winter. She plans to travel to Casper each week starting in the Spring
- Other funding suggestions were provided such as asking the school for support from Natrona County’s school district professional development funds; travel to Casper less frequently, but stay longer; catch a plane with Secondary Ed faculty; apply for Faculty grant-in-aid; and ask others such as Literacy and College to support
- Audrey moved that up to $500 be allocated for each faculty member to use for their research in this academic year, and to be spent by May 31, 2015. Terry seconded. Motion carried.

G. Website Update – Stephanie
- Tabled until next meeting

H. Planning … 11/19 – 11/26 Stephanie on vacation

I. 11/19th- Study Abroad/International Study Brown Bag Advising Session, 12pm, ED 4 (Sponsored by EDST)
- Because the department will be hosting this event, John requested as many faculty as possible to attend
- Angela offered to help with the lunch for this session to allow Stephanie to leave early for vacation.

V. Search Committees

A. APL position – Jenna Shim & Terry Burant
- Have received 10 applications
- Will have committee meeting first week of December; planning on phone interviews before Winter Break and February visits
- John reminded the group that a degree in Educational Psychology and professional knowledge is essential for this this position.

B. Assistant Professor positions – Jeasik Cho & Angela Jaime
- Lots of applications; thank you to Stephanie for her work with them
- Currently working on screening tool and timeline; plan to meet before break, mid-January interviews
New search process guidelines – The Asst. Prof. committee chose to use a mixture of the old(existing) and the new guidelines, while the APL committee chose to use the existing guidelines.

John suggested that it is important for all committee chairs to meet to discuss the screening process and asked Jeasik to take lead.

C. Dean Search – John Kambutu

- The committee is receiving applications
- Audrey encouraged anyone to recommend people to apply. She volunteered to ask Paula Lutz to send out letters asking potential people to apply.

VI. Reports:

A. EdTPA – Terry Burant

- Attended edTPA conference in San Diego. She learned a little bit, but overall was not worthwhile; could get more out of just talking across departments
- Recently had students complain about edTPA
- John reported that the college is committed to edTPA until after the NCATE visit (2016)

B. External Grants?

- John asked faculty to be thinking about these

VII. Important Dates

**November 2014**

- 14 Summer school schedule due in the Dean’s Office
- 20 C&I Faculty Meeting
- 20-22 NCSS Conference, Boston
- 21 CoEd Thanksgiving Potluck, 11:30-1pm, Ed Annex Room TBA
- 27-28 Thanksgiving Holiday

**December 2014**

- 2 Tribute to Teachers: Celebrating 100 years of College of Education in Music, Fashion & Dance, 6:30pm, Ed Auditorium, Reception to follow
- 5 T&P Packets Due to Department
- 6 Professional Clothing Swap for Future Teachers, 10am-2pm, Ed Annex
- 12 Last Day of Classes
- 13 CoEd Holiday Reception – faculty, staff, retired faculty & staff, 6pm, Laramie Train Depot
- 15 Fall class schedule due in the Dean’s Office
- 15-19 Finals Week
- 18 Department T&P Meeting, 8:30 am, ED 117

VIII. Adjournment

Audrey moved to adjourn the meeting. Jeasik seconded. Adjourned at 11:25am.

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Stephanie Ksionzyk
Office Associate