

SPED Program Meeting

November 30, 2010

In attendance: Anderson (arrived at 12:35), Baxter, Beattie (arrived at 12:42), Browder, Cooke, Jordan, Lo, Matthews, O'Brien, Sherry, Spooner, Test (arrived at 12:33), Wakeman (arrived at 12:40), White, Wood, C., and Wood, W.

Meeting called to order at 12:32.

- ◆ Minutes for Approval (November 16, 2010): These minutes are not finished, so we will review them in January.
- ◆ AIG News (*Dr. Romanoff*): Dr. Romanoff is not here today, but she emailed Dr. Baxter to let her know that there is nothing to bring forward.
- ◆ New Independent Study Form (*Dr. Baxter*): Dr. Baxter stated that she believes that there will be a couple of undergrad and grad students who will need an independent study. Two draft forms were reviewed: *SPED Request for Independent Study* and *Contract with Supervising Faculty*. Dr. Baxter would like to know if there is discussion needed or suggestions about these two forms. Any editing issues? If so, please send her an email to let her know. Students will upload on Taskstream. Dr. Wood (Wendy) wanted to know who the students would be working with (their advisor?). Dr. Baxter responded that the E2 faculty member of their topic will be the one who they will be working with. The students will also get face-to-face meetings with Dr. Baxter. It was mentioned that mechanics have not been the problem; rather, it's been depth of content. The faculty then discussed examples of what would be proficient and what would not. Feedback was discussed (we cannot write the paper for them). Dr. Sherry added that we can clarify and direct them. The faculty decided that rather than having one independent study form, we should have two (one for e-products and the original for the "others").
- ◆ EE2 paper submissions (*Dr. Baxter*): EE2 faculty will have to grade them, but not submit them (via Taskstream). Next year, we will back this up by two weeks and the second submission by a week or so to give us more time.
- ◆ EE6 draft rubric and procedures (*Drs. Baxter and Wood, W.*): The Evidence 6 draft was passed out. Re: section 1.c.1 on the form: use the school improvement plan concept... she wants to build a self-evaluation process around it. The goal is for them to know how to read data/what questions to ask/what resources to draw from. She wants a scaled-down version for the undergrads... build a self evaluation framework around it. Any ideas or input? It was noted that Dr. Campbell-Whatley will be needing it for the spring. Dr. Baxter then walked through the draft procedures for Evidence 6. Dr. Wakeman asked if we could turn Appendix A into a checklist. Dr. Wood (Wendy) asked if the students could actually enter the dates as to when they actually did these things. Dr. Test wanted to clarify that the students don't have to do them all. Dr. Baxter said that they do not... it's just a list of possible activities. We are going to look at the application and possibly add some sort of checklist or a way for students to identify activities that they have been involved in. We will also fine tune the part with the school improvement plan. She will try to incorporate stuff from Drs. Anderson and Beattie so that they have a better picture. If there are any other concerns, please send her an email. She would like to revisit this in January so that we can have this ready for January.
- ◆ Other: Dr. Cooke stated that for E2 faculty, once they have had a chance to go through the papers, she would love to get everyone together to discuss things. Dr. Baxter discussed the possibility of seeing what others have done on Moodle. Dr. Cooke stated that she would email some dates for everyone to possibly get together. Dr. Sherry discussed some registration problems (prereq courses/registration issues)

Meeting adjourned: 1:26