

SPED Program Meeting

September 3, 2013

In attendance: Baxter, Beattie, Browder, Campbell-Whatley (arrived at 12:40), Jordan, Lo, Matthews, O'Brien, Romanoff, Sherry, Spooner, Test, Wakeman, Wood, C., and Wood, W.

Meeting called to order at 12:32.

1. **Welcome** (*Dr. Baxter*)

2. **Minutes for Approval (April 30, 2013):** Dr. Baxter distributed the April 30th minutes to the faculty and gave them a few minutes to review the document. She then asked if there were any changes to be made. None were noted; the minutes were approved.

Before moving on to agenda item #3, Dr. Baxter asked Dr. Matthews if there was any AIG news to be reported. Dr. Matthews stated that there was nothing to report at this time.

3. **Enrollment Data and Discussion** (*Dr. Baxter*):

- a. Undergraduate: The faculty received the handout, "*SPED Undergraduate Enrollment Trends*," and the numbers were reviewed. Right now, they have more students than they have projected courses for.

Review:

- ✓ Undergraduate Enrollment: strong and well above 25 planned for in course schedule.
- ✓ SPED needed 1½ sections of undergrad courses F'13: 4316, 4272, 4270
- ✓ SPED needs 1½ sections of undergrad courses S'14: 4275, 4277
- ✓ SPED anticipates needing 1½ sections of undergrad courses F'14: 4170, 4279, 4276

- b. Graduate Certificate: The graduate certificate numbers (seated and distance) were reviewed.

Issues:

- ✓ Graduate Certificate Enrollment – Seated: dropping from F'11/S'12 academic year
 - Fall 2013 Enrollment:
 - SPED 5100-090: 16
 - SPED 5173-090: 10
 - SPED 5175-090: 8
 - SPED 5270-090: 6
 - SPED 5275-090: 6
- ✓ Graduate Certificate Enrollment – Distance Education steady

The enrollment in some of these courses is far too low. Current enrollment numbers do not support the offering of these sections. Should the program modify the offerings of the courses in question?

The faculty reviewed the graduate certificate section of the handout, "*Current Graduate Certificate and MAT Plan of Study Sequence*." Dr. Baxter suggested that the program offer less sections of the intro courses... for example, SPED 5100 and 5173 could be fall only. Drs. Browder and Wood (Charlie) discussed the possibility of the distance courses being offered every semester with the seated courses being offered every other semester. Dr. Test added the importance of having to think about prereqs and coreqs...he also stated that 'back in the day,' we did not offer every course every semester. Perhaps if a course is a prerequisite we need to offer that course every semester? We could have a schedule for if a student begins in the fall, begins in the spring, or begins in the summer.

Dr. Baxter made some notations on the board:

F	5100 and 5173-090	
S	5175 and 5270-090	5100-080 (Sp)
F	5271 and 5274 (AC)	5100-080 (Su)
	5275/76 and 5272 (GC)	
S	5277 and 5279 (GC)	
	5316 and 5279 (AC)	

Dr. Lo suggested we might rotate with Distance Education: for example, if they offer 5100 and 5173 in the fall, we offer the seated sections in the spring. Dr. Baxter said that we just need to cut the face-to-face sections a little bit... like 5173: we need to cut one section. She wondered if we should include the summer semester in the seated sequence. She'd like a couple of people to work with her in developing a sequence of courses. Short forms will need to be completed. Drs. Jordan and Test volunteered to assist. Dr. Sherry told the group that if we can get a plan in place, he will work with Dennis in Distance Education. For now the faculty have put together this small committee (Drs. Baxter, Jordan and Test) to develop a course sequence... they will rotate courses fall, spring, summer.

Dr. Baxter next asked the group: for larger enrollment (undergrad), do we want to increase to two sections? Or have a larger class? (Enrollment increasing: 40+ per year). The handout, "*Current Undergraduate Plan of Study Sequence*" was briefly reviewed. Dr. Wood (Charlie) discussed the possibility of cross-listing. Dr. Browder thinks that cross-listing presents problems. Dr. Jordan stated that she has had good experiences with that situation. Discussion ensued. Question was raised by Dr. Wood (Charlie) about raising the admission criteria or cap admission at approximately 35. Dr. Baxter stated that she will look into admission criteria.

4. **edTPA** (*Drs. Wakeman and Baxter*): Due to a shortage of time remaining in today's meeting, this discussion has been postponed until the next meeting.
 - a. SPED Lesson Plan – draft
 - b. Sample case studies available as instructor option
 - c. Develop a common edTPA introduction for 3100/5100
5. **Evidences** (*Dr. Baxter*): Due to a shortage of time remaining in today's meeting, this discussion has been postponed until the next meeting.
 - a. Move Evidence 6A from 4270/5270 back to student teaching
 - b. EE2 may not be going away (!?!)
 - c. EE6 (A & B) may not be going away
6. **SPED AC Grad Cert** (*Drs. Baxter and Wood [Wendy]*): Due to a shortage of time remaining in today's meeting, this discussion has been postponed until the next meeting.
 - a. Add 5280
 - b. New course (comb. 5175 & _____)
7. **Undergraduate Course Sequence** (*Dr. Browder*): Due to a shortage of time remaining in today's meeting, this discussion has been postponed until the next meeting. [NOTE: Addendum per Dr. Baxter: Dr. Browder and Dr. Baxter spoke after this meeting. This agenda item has been removed from the next meeting's agenda.]
 - a. 4274 and 4275 offered same sem.
8. **SPED 2100: Prospect for Success** (*Dr. O'Brien*): Due to a shortage of time remaining in today's meeting, this discussion has been postponed until the next meeting.
9. **Other Business**: Dr. Jordan discussed the possibility of some servers being let go; as such, that would mean that faculty webpages would be taken down. She would like to know the faculty's feelings on this move so that she can take it back to ITAC. Dr. Browder noted that the grant websites are not an option; they are a federal requirement and are, therefore, not negotiable.

Dr. Lo said that our Adjunct Visiting Scholar, Lefki Kourea, has arrived. She's looking for an apartment in the East Boulevard/Park Road area. If anyone has any suggestions, please let Dr. Lo know.

Additional handout received: "*Student Teaching Lesson Plan Template/SPED.*" Meeting adjourned at 1:44.

Program meeting dates 2013-2014

September 24 (this one doesn't appear on today's agenda, but should be there)

October 29

November 19 (Dean McIntyre attending) – NOTE: agenda shows the 29th, but that is a typo... it should be the 19th

February 4

February 25

March 25

April 22 – Program SACS/NCATE data review