

SPED Program Meeting

March 22, 2011

In attendance: Anderson, Baxter, Browder, Campbell-Whatley, Cooke, Jordan, Lo, Matthews, O'Brien, Sherry, Smith, Spooner, Test, Wakeman, Wood, C., and Wood, W.

Meeting called to order at 12:35.

- ◆ Minutes for Approval (February 15, 2011): Any corrections? None noted. Dr. Sherry moved to approve the minutes as is; Dr. Cooke seconded the motion. February 15th minutes approved.
- ◆ Possible Taskstream changes: E2 and E3 (*Dr. Baxter*): Links: 1) EE at the end of the initial semester, 2) Optional Remediation (independent study). For discussion: 1) Reduce number of uploads for students; ratings entered by instructor reflecting the lowest ratings of either the instructor or E2/E3 faculty member; 2) Ratings entered by instructor obtained from E2/E3 faculty member. Dr. Baxter met with Vicki Jaus, Emily Stephenson-Green and Dane Hughes; we may have been making the Taskstream part of the evidences more complicated. Rather than upload their first submission and then the faculty submission, she will have them upload at the end. There was a dilemma at the end of last semester with the rankings. The login for the E2 faculty wasn't working so we did it outside Taskstream. We should wait for the E2 faculty ratings; the instructor will post the lowest rating of the two. Optional Remediation link will be used if the student completes the independent study and obtains proficiency on the final paper.
- ◆ Student Website for Evidences and other documents (*Dr. Baxter*): Need ideas: 1) Links for Procedures; 2) Rubrics and Directions for Evidences (volunteers to edit documents?); 3) Links for Disposition Alert Procedures; 4) Other?. For Discussion: Document sharing program recommended/will meet with Ed Conway. It should be a place that we can upload things for the students. We would link it to our departmental website. We could note on the side that they're only to do the work in the sequence (after proper instruction). Dr. Wood (Charlie) said that he could do all of this under the E-Advisor. The faculty discussed other things that could be done... perhaps combining E-Advisor and Dr. Wood's (Wendy) website so that they will have one place to go to.
- ◆ Faculty Moodle Project Folder – SPED Faculty Advising Site (*Dr. Baxter*): SPED Faculty Advising website was discussed. It has all of the planning sheets and advising forms. Dr. Sherry wanted to make sure that the planning sheets are not actual PDF's, but rather are links to the PDF's on our website (so that the Advising website will always have the most current planning sheets). Dr. Baxter said that the forms are direct links to the SPED website.
- ◆ Ph.D. Portfolio Resubmission Procedure (*Dr. Browder*): On Friday, the doctoral committee met and talked about the revise/ resubmit, and she wanted to bring it here for discussion and vote. Prior to today's meeting, Dr. Browder emailed the faculty the updated Portfolio Revise/resubmit option. That document was reviewed with the group. She discussed the options (pass, pass w/ distinction, revise/resubmit, fail), and when a student would "fail" and when it would be "revise/resubmit." (Plagiarism would be an immediate "fail.") She also noted the consequences to "revise/ resubmit." She reviewed remediation/independent study and discussed the objectives; this plan would go into effect immediately. She made a motion to approve these revisions; Dr. Sherry seconded. Dr. Browder will update the Ph.D. section of the department website this summer. Dr. Spooner thinks this is clear and concise and provides an opportunity for students who run into problems with their portfolio. Discussion ensued. Any other comments? None noted. The faculty approved the changes.
- ◆ Re: summer offerings for Phase II MAT. Dr. Wakeman is getting questions from students who are confused about the old and new Phase II's. The new Phase II doesn't have any classes to take yet & no distance ed courses. Discussion ensued. Dr. Test believed that they were given a choice (continue with the old program or switch to the new) -- they would sign a form stating their choice. Dr. Anderson wanted to know if we'd be accepting (now-April) the MAT for the old program. If it's for summer, that's the question mark. The possibility of encouraging them to wait until fall was discussed. Dr. Baxter would like a data list with students' dates of acceptance. Dr. Test thinks anyone who is accepted now goes to the new one. The old people need to be sent a letter saying that the program is ending; internship must be completed or they will be in the new Phase II. It was then noted that we're going to offer the a,b,c courses one more time... if they do not finish by then, they will be in the new Phase II. Students should sign something for us so we can keep in on file. MAT responsibility will be transferred to Dr. Anderson; SPED 6691 will be offered one more year; students need to know about this upcoming change.
- ◆ AIG News (*Dr. Matthews*): The state gifted conference was last week. We printed 600 brochures about our graduate program and distributed them at the conference. The conference had the largest attendance in years. Dr. Matthews said that he was asked to co-chair the conference next year. He also spoke to two people who are interested in adjuncting here.

- ◆ Procedures and policy needed (*Dr. Baxter*): 1) *Revise the Disposition Alert Policy and Procedure*, and 2) *Develop an Appeal Process for E2, E3, and Disposition Alert – where does this tie in to the SPED Professional Standards document?* Needs to be done between now and December. We ran into some issues with some E2 students and independent study. She's looking for volunteers for a committee (to look at these procedures and processes). Dr. Campbell-Whatley volunteered. The needed policies and procedures were discussed. Dr. Baxter said that we still need to finish up the E2 process. She also discussed the need of an appeal process. Any other volunteers? Dr. Baxter volunteered Dr. Beattie; Dr. Jordan also volunteered.
- ◆ Dr. Anderson said 72 people have expressed interest in the dual program & 25 have signed up for an information session.

Our next meeting will be April 19th. Meeting adjourned: 1:51.