CEHD Council Meeting
George Mason University
May 12, 2009
1:00-3:00 PM

Minutes

Present: Anderson, Banville, Bauer, Behrmann, Bon, Ford, Isenberg, Rodgers

I. Dean Search

The members of the search committee for the Dean were announced. They are John O’Connor (chair), Elavie Ndura-Ouedraogo, Steve White, Dave Wiggins, and Shahron Williams van Rooij. Council members discussed the importance of transparency in the search process and thought that it would be helpful if the search committee members provided regular reports to CEHD faculty about the process, timeline, and other relevant information related to the search process. A report at the August faculty meeting was suggested.

II. Transparency

The Acting co-Deans and several Council members expressed an interest in promoting clear information and communication from the Dean’s office to the college-wide community. Particularly during the current structure of three co-Deans, enhanced communication would promote stability so that the College thrives during challenging times. Faculty would benefit by receiving information that clearly defines the role of each of the three co-Deans in the College. Mike suggested having a time during the Dean’s Council to provide faculty with an opportunity to communicate with the co-Deans. David suggested the creation of an e-mail account that would be accessible by all three co-Deans. This would allow faculty to send a message to all three co-Deans when the faculty member is not sure to whom to ask a question or voice a concern. David also suggested increasing the role of the CEHD Council. The Council agreed to continue thinking about ideas that would promote transparency and communication across the College.

III. USIE (Undergraduate Studies in Education)

This program currently lacks a formal leader, and since undergraduate studies in education will continue, collective leadership needs to be identified for USIE. Currently, Eva Nolen is the undergraduate education advisor. Ellen proposed that Eva assume greater responsibilities in leadership of USIE, along with relevant program coordinators and directors. General concerns were voiced by many on the Council, including the difficulty understanding course scheduling and determining the appropriate contact when dealing with the USIE program. The
plan is to craft a uniform process of scheduling courses, to identify a definitive rotation, and to coordinate efforts among the directors and coordinators of all CEHD programs. The intent is to have primary advising occur in the program areas, that is, in the concentration minor or major. The Education Studies minor is interdisciplinary, so there is a need to have a central contact for this focus in USIE. Additional concerns were raised about the lack of marketing and outreach among undergraduates. Specifically, how are the college programs represented at the undergraduate fair? These concerns will be discussed with Eva, and there will be an attempt to coordinate marketing efforts across the College.

IV. Director of Teacher Education/Coordinator of School Relations

Currently Lynne Schrum is director of teacher education, which also includes the coordinator of school relations function. However, she already serves as coordinator of two major academic programs in addition to her teaching and research responsibilities. The Director of Teacher Education role is not necessary and should be eliminated. The Coordinator of School Relations role is necessary and should be filled by a K-12 veteran leader who has the ability to build school and community relations with the College. Joan suggested that the College consider a half-time position for this role and ask the faculty to nominate appropriate candidates. The person hired would provide clarity and would build school partnerships and secure placements for college interns.

V. Sunset Inactive Ad Hoc Committees

Ellen discussed the proposal to sunset ad hoc committees that were inactive as evidenced by lack of faculty involvement and dwindling attendance at meetings. The two ad hoc committees identified were those focused on social justice and diversity. The Council discussed the importance of these committees and sought information about the current membership on the committees. According to information provided, the committees have not been meeting regularly and are essentially non-functional because of lack of faculty involvement and low attendance at the infrequent meetings held the past few years. The co-Deans and Council members expressed interest in enhancing the focus on diversity and social justice in all committees and emphasized the need to infuse this focus throughout the College, not only in ad hoc committees but also in the committees formally established in the College Bylaws.

VI. Mentoring Structure

Martin indicated that faculty members have identified the need for a concrete mentoring structure for tenure-track faculty. Gary Galluzzo has strong skills and interest in this area and may be willing to chair a committee that would establish a team of people willing to serve as mentors. This could also help address the issue of transparency and communication.
VII. Streamlined Annual Evaluation Process in Fall 2009

Martin explained that because there are no pay raises in 2009, and because an Ad Hoc Committee on Faculty Evaluation and Standards is working on a new evaluation system, a one-year temporary process will be implemented for Fall 2009. There will be no changes in the P&T system. Faculty will receive clear information detailing the proposed streamlined evaluation process for Fall 2009.

VIII. NCATE

Joan proposed approaching NCATE on a more systematic basis, using the structure and people who currently serve on PAC to inform preparation for NCATE. She suggested the identification of co-chairs who are knowledgeable “gurus” about NCATE. Scott Bauer, Shari Castle, and Libby Hall were identified as possible co-chairs. The co-chairs would facilitate decision making about NCATE options and help guide the College toward a successful accreditation experience. Several council members expressed a desire to mandate participation in the NCATE process by every program in the College.

IX. Opening Session

Martin proposed a half-day meeting for the CEHD Opening Session. During the half-day meeting, the co-Deans will share information regarding their activities and accomplishments, the Dean search committee will be asked to share updates, and there will be an overview of the NCATE process. In addition, the co-Deans will introduce new faculty and preview upcoming events, important dates, and activities for the coming year. The afternoon will be reserved for program meetings.

Submitted by: Susan Bon