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| **Topic Decision** | **Status** | **Date due** | **Decision Date** | **Action(s) Required/Decisions** | **Person Responsible** |
| **Praxis II as gateway to student teaching** | Approved | Summer 2014 | Summer 2014 | Candidates are now required to pass the Praxis II as a gateway to student teaching in elementary education and early childhood education. TE team will discuss online prep test options for candidates | Janet Stocks and the TE team |
| **General Education Requirement** | Approved | 10/9/2014 | 10/9/2014 | Eliminated General education transcript review in Teacher education. | Janet Stocks |
| **Content Portfolio- Unit plan/lesson plan portfolio as the second content measure for ECE and ELED** | Pending | Beginning of Spring 2015 |  | TE team start the content portfolio during Spring 2015 | TE team |
| **Transitions to Graduate School to change the format and move transitions from five sessions to one Saturday session** | Approved – New Course  Pending- Assessment of Orientation | May 15, 2014 | May 15, 2014 | Orientation: Tools for Graduate School Success will hold its first Saturday session on September 13 @ 11:30.  \*Still need to determine how to accommodate students who missed a past session or missed the Saturday session. Will revisit and review to ensure the change meets past expectations. | Mark Bolden and Beth Kara Dawkins |
| Tools for Success | Approved | May 14, 2015 | May 14, 2015 | Mark and Beth Kara reported on Tools for Success. They will continue to conduct the session on Saturday but will add mini workshops throughout the semesters to discuss in detail APA/research. | Mark Bolden and Beth Kara Dawkins |
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| **New system for initial writing assessment** | Pending |  |  | Trial in Summer/will officially start in the Fall. 2014.In the Fall writing assessments were conducted during advising sessions. During Spring 2015, candidates completed writing assessment during set days/times. | Janet Stocks |
| **Professional Writing course- EDCC 511** | Pending  Minimum grade requirement- Approved | March 26, 2014- approved minimum grade requirement | May 14, 2015- will revisit minimum grade | Writing committee continues to meet to discuss the course expectations: on-demand writing, \*Minimum grade requirements= B or higher – approved by EDU-CAP | Writing committee- Debby Litt |
| **2014-2015 Topics/Ongoing topics** |  |  |  |  |  |
| **Topics** | **Status** | **Date Due** | **Decision Date** | **Action(s) Required** | **Person responsible** |
| **Secretary** | Completed |  | 9/2014 | The committee will need to either nominate or appoint the secretary for the 2014-2015 academic year. | Gail- until Mid-October  D. Litt for the remainder of the academic year- 2014-2015 |
| **Advising sessions and expectations** | Pending |  |  | Still need to review the new process for registering new students. Are set advising days and times needed throughout the semester? | Cynthia Greer |
| **Edu-CAP committee –formal procedure for getting on/off the committee** | Approved | 12/11/2014 | 12/11/2014 | What are the procedures for getting on/off of the EDU-CAP committee? How long does a member stay on the committee? | Kia and Janet Stocks |
| **Special Education** | Approved | 11/13/2014 | 11/13/2014 | The “new" special education program of study and course descriptions were approved. | Meghan Cosier |
| **Human Growth and Development** | Pending |  |  | Creating an online or hybrid version of Human Growth and Development for Summer 2015. Meghan and Diane Miranda will connect to discuss the online option through Continuing Education. | Meghan Cosier and Diane Miranda |
| **Infrastructure for monitoring students:**  **\*5 year rule**  **\*Tracking students grades, completed coursework** | Pending |  |  | Creating an infrastructure that will monitor and track student progress throughout their program of study. | Debby H. |
| **Assessment of orientation** | Pending |  |  | What worked and didn’t work for orientation? What changes need to be made based on the reflection? | Committee |
| **Counseling** | Approved | 11/13/2014 | 11/13/2014 | Sequence of transition points for candidates in the Counseling program | Debby Haskins |
| **School Counseling- Praxis II exam** | Approved | 3/26/2015 | 3/26/2015 | The Praxis II text for Professional school counselors will be required during the Practicum course for either school counseling program. | Counseling team |
| **Attendance Policy/Drop/Add Deadline** | Approved | 10/9/2014 | 10/9/2014 | Committee voted to adopt new language in the syllabi and the policies section of the website. New candidates enrolled after the first class session will not be marked absent. Returning students who enroll late will be marked absent. | Gladys Williams |
| **Education Administration** | Approved | 11/13/2014 | 11/13/2014 | Requested increased number of internship hours | Gladys Williams |
| **Plus Four Proposal – Special Education** | Approved- concept  Pending- Logistics | 11/13/2014 | 11/13/2014 | Proposed a plus 4 Special Education and reading program for Elementary and Secondary Education | Meghan Cosier |
| **Secondary Program** | Approved | 11/13/2014 | 11/13/2014 | 36 credit MAT that would alternate a Humanities and STEM methods class. | Lynn Johnson |
| **EDCC 600- Research Course** | Approved | 12/11/2014 | 12/11/2014 | EDCC 600 name change- from Research in Education to Research in Education and Counseling | Research committee |
| **Educating For Change** | Approved | 4/9/2015 | 4/9/2015 | Two proposals:   1. Require a grade B or higher for Cultural Diversity Course 2. Change the name of EDCI from Cultural Diversity and Global Perspective to---   Cultural Diversity | Cynthia Greer |
| **Grade requirement for graduation- 3 credits below a B** | Approved | 5/14/2015 | 5/14/2015 | A motion was made and seconded to revise require no more than 3 credits below a “B”. | Janet Stocks |
| **Professional Writing course- EDCC 511** | Approved | May 14, 2015 | May 14, 2015 | A motion was made and second to no longer require a minimum grade for the writing course. | Debby Litt |
| **2015-2016 Academic School Year** |  |  |  |  |  |
| **Secretary** | Completed | 8/19/2015 | 8/19/2015 | Luane Oprera approved for 2015-2016 | Luane Oprea |
| **Textbook** |  | 10/8/2015 | 10/8/2015 | Decided that Directors of programs will keep track of books and lend out. |  |
| **Teacher Education Program of Studies: Early childhood and Elementary education** | Completed | 11/10/2015 | 11/10/2015 | New Program of studies approved to include IEP and Classroom management | Teacher education |
| **BA to MSA with specialization in Early childhood** | Completed | 11/10/2015 | 11/10/2015 | New Program in SPS that would allow EC BA students to receive an MSA degree with a specialization in EC. Total completion years for both BA and MSA programs = 5 years  4 years = BA  1 year = MSA |  |
| **MAT Dual license special education/ elementary ed/early childhood education** | Completed | 12/10/2015 | 12/10/2015 | The dual license program was approved with knowledge that Meghan and the TE team would edit and revise items on the program of study | Meghan Cosier |
| **Spring 2016** |  |  |  |  |  |
| **Academic Probation**  **policy** | Completed | 1/28/2016 | 1/28/2016 | Janet proposed to add “or semester GPA” to academic probation policy in addition to “cumulative GPA” | Janet Stocks |
| **Academic appeals policy** | Completed | 1/28/2016 | 1/28/2016 | Janet proposed to change “academic advisor” to “faculty advisor” in three places in the policy | Janet Stocks |
| **What constitutes an “A?” – Exceptional** | Approved | 1/28/2016 | 1/28/2016 | The term- exceptional was adopted to constitute an A. In addition, additional language will be added to course syllabi under grading scale, to the academic policy, to the writing style and academic success document, and to the Beloved document (BD) for adjuncts : To earn an “A”, 100%-95%, in this class, students must demonstrate exceptional student work in writing, content, insight, and complexity of thought. Therefore, an “A” at the graduate level means exceptional and the student’s work exceeds the standards. | Kia Steen and Luane Oprea |