

**Minutes
College of Education
Steering Committee
February 25, 2014**

Attendees: Lemuel Watson, Mitchell Yell, Eva Monsma, Kathy Evans, Bethany Bell, Toni Torres-McGehee, Collin Webster, and Patrick Kelly

Absent: Lucy Spence (excused) and Joshua Gold (excused)

1. Approval of Minutes: The minutes of the November 18, 2013, meeting were unanimously approved.

2. Dean Update: Dean Watson made the following comments and announcements.

Provided an overview of the restructuring of positions in the Provost office.

The college is reviewing policies and handbooks to ensure they are legal and in line with University policies.

Updating the college's 2014-2015 Blueprint for Academic Excellence; will be sent to the faculty for input.

Reviewing skill sets in the Dean's office to ensure duties are aligned with responsibilities.

A national search will be conducted to fill the Executive Director position in the Univ/School Partnerships office; individual must have a PhD.

The college web page should be up within a month.

Tom Hudson is currently serving as the Interim Executive Director for the School Improvement Council office.

Dr. Monsma asked 'any discussion regarding faculty salary compression'. Dean Watson stated there has been no discussion from the Provost office.

3. Committee Reports:

Faculty Welfare: Dr. Bell made the following announcements and comments on behalf of the committee.

The committee made minor changes to the criteria for College of Education Early Career Service Award. Faculty will be notified of the new rubrics via weekly COE update and a hybrid link will be added to the document. Three grant proposals have been submitted under the new guidelines.

The committee will be creating a Best Practices document as guidance for the department APR committees.

The committee is proposing revisions to the 2014 Bylaw (see attached document). A discussion pursued. The Steering committee recommended that the word 'volunteer' be worked into the document.

The committee has concerns about how the Provost Office Weekly Communications are circulated to the faculty; the committee will discuss the concerns with the Executive Associate Dean for Administration and Operations.

Student Affairs: Dr. Evans stated that the committee is working on an orientation schedule for graduate students.

Diversity: Dr. Torres-McGehee announced that the Diversity Forum would be held on 21 March 2014 at the SC State Museum. The call for proposals is due to the committee by 28 February 2014.

Basic Programs: No report.

Advanced Programs: No report.

4. Unfinished Business: Review of 2014 Bylaw revisions proposals presented by the Chair, Faculty Welfare committee. The document will be revised and circulated via email for review by the Steering committee.

5. New Business: The spring 2014 faculty meeting will be held on 7 May 2014 from 10:00 AM to 12:00 PM. Agenda items to be discussed are: By-Laws proposed by the Faculty Welfare committee; faculty chair; faculty awards; and department chair update.

6. Meeting adjourned at 3:00 PM.