

DRAFT
MINUTES OF THE GSPP PROFESSIONAL EDUCATION
PROGRAMS FACULTY MEETING
May 7, 2002

I. Call to Order: PEP Unit Co-Chair Barbara Pomeroy called the meeting to order at 10:00 am. She noted that this was the first official faculty meeting for the PEP Unit.

II. Dean's Report: Dean Thomas Allen welcomed everyone to the meeting. He applauded the faculty of the PEP Unit on their accomplishments for the past year.

Dean Allen identified some of the other issues that have been concerns of the PEP Unit faculty. These included the following:

- a) Identification of areas in addition to Education Programs that need support.
- b) Investigation of ways to obtain technical support for the Unit. Dr. Susan King has been assisting with this.
- c) Recognition of the continuous obligation that the Unit has to provide reports (NCATE, AACTE, Title II, etc.). Mr. Paul Singletary is overseeing this.
- d) Development of a technology system for the NCATE Unit.
- e) Continued development of on-line courses in all departments. Ms. Wednesday Luria will be working on marketing these for fall 2002.

Dr. Diane Clark will start as the permanent full-time Associate Dean for GSPP in August 2002. Dean Allen will be meeting with her during the summer and has identified some items for her when she begins in the fall.

- a) Faculty workload and responsibility and the development of an equitable system for the School.
- b) The evaluation system, especially as it relates to the Department Chairs' evaluations.
- c) Interdepartmental collaboration as it relates to curriculum and faculty interaction.
- d) Faculty Development resources and the development of a system to allocate money within the School for travel and other faculty needs.
- e) An advisory mechanism that can be used to open communication among faculty and administrators, and also within the School (departments to departments, departments to the Dean and Associate Dean). Identification of whom is responsible for what.
- f) Establishment of budget priorities for AY 2002-2003.
 - 1) This year 1/3 of the current computers will be replaced.
 - 2) There is also the need to support faculty travel, since faculty have an influence on the world when they travel.
 - 3) There is a need for additional monies for graduate student stipends. President Jordan has authorized \$100,000 for these stipends for the coming academic year.
 - 4) There will be a request to department chairs for end-of-the-year expenditures.
 - 5) Summer school funds are still undetermined.

II. Report from Dr. Susan King: Dr. Susan King reported on the NCATE Unit Assessment System. NCATE has clear criteria for developing this in our Unit. She has been working with Dr. Pat Hulseboch to collect data and to "figure out" where we need to be by the time the visitors are here in the spring of 2003. According to Dr. King, the Gallaudet Unit Assessment System is "a work in need of Progress". Dr. King showed slides from NCATE's Standard II that explained NCATE's criteria. She has been collecting information and forms to be able to develop a database. The system is ready to be set up, but there has to be faculty involvement and input. There also needs to be a way to collect data from Gallaudet's constituents (the schools, etc.). It is important that the information that is collected can be used to improve the Unit, the Programs, the students, and other related entities.

It was noted that NCATE requires a commitment to focus on assessment. They want to know what the outcomes are and what is produced through the Program(s). They need to know that the Unit is making the best use of all the resources to produce the best graduates possible. The NCATE Steering Committee will be addressing these issues in the future.

- IV. Report from Dr. Pat Hulseboch:** Dr. Hulseboch made a power point presentation related to the NCATE Accreditation process – “NCATE/DC Accreditation Update: Spring 2002 – Where Are We Now? What’s next ???” (The slides from the power point presentation are included with these minutes).

Dr. Hulseboch noted that the NCATE visitors would be at Gallaudet during the spring 2003. Gallaudet has requested that the visit occur February 17-19, 2003 with back up dates February 24-25 or March 3-5. She requested that everyone save these dates until the visit has been confirmed. The NCATE Board of Examiners and the DC Accreditation Team will observe classes at both Gallaudet and cooperating schools. She reminded everyone that Gallaudet is going through both accreditation processes at the same time.

- V. By-Laws Distribution and Discussion:** PEP Unit Co-Chair Barbara Pomeroy noted that there were some editorial changes to the By-Laws, which had been approved in December 2001. She thanked Mr. Hank Young for typing them for the Unit.

- VI. PEP-C Report:** Dr. Fran White, Chair, PEP-C, reported on the activities of the Committee during the past semester. She also noted that all of the Committee members elected to continue to serve on the Committee for AY 2002-2003, and Dr. Ann Graziadei had agreed to serve as the Committee Chair. (See attachment for Committee roster and actions during AY 2001-2002).

- VII. Announcements:** Co-Chair Barbara Pomeroy thanked Dr. Bill Marshall for serving as the Parliamentarian, Drs. Susan King and Pat Hulseboch for their presentations, and Mr. Paul Singletary for preparing the minutes of the December 10, 2001 meeting.

Co-Chair Pomeroy also noted that there were a variety of activities that were scheduled for Study Day – making it very difficult for faculty to attend all the meetings scheduled. She then gave a letter from the PEP Faculty Officers to Dean Allen, which addressed Study Day Activities and asked him to discuss this with the Provost.

The meeting was adjourned and faculty joined other University faculty and staff at the Provost’s Reception.