

Department of Education
August 10, 2017
Minutes

The first meeting of the fall semester was called to order and Dr. Druggish welcomed everyone back for the upcoming year. Dr. Druggish thanked Dr. Tucker for her hospitality and delicious food.

The following updates were shared

Updates and Reminders:

ASAP – Conflict of Interest/Commitment Declarations to Provost

Friday, August 11 – Faculty available in offices for advising

Monday, August 14 – Classes begin, check attendance in each class

Monday, August 14 – University Freshman Convocation 3:00 PM

Monday, August 14 – Syllabi submitted to Chair for review and publication (must be published by Friday, August 18)

Friday, August 18 – Department Meeting 12:30 – 2:30

Monday, August 21 – Office hours to Chair and to Kim Nichols

New Business:

Dr. Druggish welcomed Dr. Michael Bean to the Department. Dr. Bean will be teaching Ed. Leadership classes and SOSOC 414. Dr. Reynolds will serve as Dr. Bean’s faculty mentor.

Dr. Druggish reviewed the University’s new organizational structure: the University now consists of three colleges – Professional Studies, Natural Sciences, Mathematics and Fine Arts, and Fine Arts, Humanities and Social Sciences. There are now eleven departments and department chairs that will make up the Academic Council. Each college will have an interim Dean, and Dr. Liptak will be the Interim Dean for the College of Professional Studies. Dr. Liptak has also been appointed as the Assistant Provost and Director of Assessment. Dr. Liptak will also serve as Coordinator/Director of the MAT and M.Ed. programs.

The following elections/appointments to committees were made:

- a. Faculty Executive Board — Dr. Tucker
- b. EPPAC (secondary representative) – Dr. Bean

Dr. Druggish shared SPA final reports. Individual meetings will be held with each SPA coordinator during the next several weeks.

Recognized	Recognized w/ Conditions	Recognized w/ Probation	Further Development Required
Reading Specialist	Elementary Ed Mild/Moderate K-6 and 5-Adult ECSE	Health General Science Biology Chemistry	Math 5-9 and 5- Adult

	Physical Ed Social Studies English Educational Leadership/Supervision		
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Dr. Druggish shared the following goals for the Department. These goals will be the focus of Department meetings over the upcoming semester.

1. Revise Admission to Teacher Education
Portfolio and Rubric
EDUC 210 Field Experience Evaluation and Professor Evaluation (Dispositions
Seminars for Portfolio Requirements (EDUC 210 and EPAT)
2. Review/revise rubrics for Program Assessments and SPA Assessments
3. Review core education courses
4. Review/revise elementary education program
5. Finalize secondary block; make all secondary programs 120 hrs.
6. Involve all faculty in WVTPA evaluation
7. Review/revise syllabi to meet standards (program, institutional, professional, CAEP, ...)

Department of Education
August 31, 2017
Minutes

Present:

Dr. Rick Druggish
Dr. Andrea Campbell
Dr. Anita Reynolds
Dr. Terry Mullins
Dr. Diane Grych

Dr. Michael Bean
Mrs. Lethea Smith
Dr. Kathy Liptak
Dr. Willy Williams

The meeting was called to order at 12:45 pm.

Updates and Reminders

Friday, September 1 – Last day for adding courses

Monday, September 4 – Holiday – No Classes

Wednesday, September 6, Fall course offerings submitted to me and Dr. Liptak

Friday, September 8 – Last day to apply for spring 2018 student teaching

Friday, September 15 – Final spring 2018 course schedules

Monday, October 16 – Friday, November 3 – Advising for spring 2018 course selection

New Business

1. Elections and Appointments of Committee Memberships

Committees:

- a. Grade Change Committee Representative – **Dr. Terry Mullins**
- b. Human Subjects Committee – **Dr. Willy Williams**
- c. Scholarship Committee – **Dr. Kathy Hawks, Dr. Anita Reynolds, Dr. Terry Mullins and Mrs. Lethea Smith**
- d. Faculty Executive Board – **Dr. Kathy Tucker**
(Dr. Tucker reports that the committee is currently working on revising the faculty handbook and is looking at restructuring committees as well as refining the definition of classified and non-classified staff. Board is also looking at offering honors classes in general studies as well as a capstone project.)
- e. Honors Committee Representative – **Dr. Kathy Tucker**
- f. Assessment Committee – **TO BE APPOINTED**
- g. McNair Committee – **Dr. Diane Grych**
- h. Library Committee – **Dr. Diane Grych**
- i. Technology Committee – **Dr. Michael Bean**
- j. Department Personnel Committee (at least 4 tenured faculty and one outside faculty)
Dr. Nancy Burton, Dr. Terry Mullins, Dr. Anita Reynolds, Dr. Willy Williams, and one outside faculty member.
- k. EPPAC (secondary representative) – **Dr. Michael Bean**
EPPAC membership will be restructured in accordance with the university restructuring
- l. University Faculty Development Committee – **Dr. Willy Williams**
- m. RBA Committee – **Dr. Andrea Campbell**
- n. University Graduate Council –
- o. Marketing Point Person – **Dr. Diane Grych and Dr. Kathy Tucker**
- p. Committee on Research – Dr. Druggish will check into this committee and report back to the department

2. Admission to Teacher Education

Portfolio and Rubric

The members present discussed the revisions to admission to teacher education requirements.

Voted to remove the “C” requirement from COMM 101 (Speech)

EDUC 210 Field Experience Evaluation and Professor Evaluation (Dispositions)

Allow student in second semester of freshman year or first semester of sophomore year to take EDUC 210

EDUC 210 and SPED 303 will be taken concurrently

Dr. Druggish will revise/clarify the stipulation of an overall grade point average to reflect the requirement as a “cohort” requirement.

Cadet (high school program) credit for 100 volunteer hours will be accepted if students have appropriate documentation. The Cadet Program will not count as EDUC 210 nor as its field placement.

Dispositions are based on three categories: Professional Responsibilities, Creating Positive Learning Environments, and Professional Learning. Dispositions will be completed at Admission to Teacher Education, during the Block semester and during Student Teaching. (See attached related documents.)

Seminars for Portfolio Requirements (EDUC 210 and EPAT)

September 2017 for students applying spring 2018

3. Program Assessment Reports and Program Review 5 Year Reports – 11/1/17

Program Assessment Reports are on the website. Reports go to the program assessment committee for review, then to Dr. Liptak. (See attached related document.)

3. WVPTA Updates and Evaluator Training Workshop schedule

Dates for training department members will be determined at the next department meeting. Dr. Liptak and Dr. Reynolds will conduct the training for the department.

4. Advising for spring 2018 (plan and schedule)

Members of the department decided to do three days of drop-in advising. All other designated advising dates will be by individual appointment with advisors.

Respectfully Submitted,
Dr. Nancy G. Burton

Department of Education
September 7, 2017
Minutes

Meeting called to order by Dr. Richard Druggish at 12:40 PM.

Announcements:

- Approval of 8/10/17 minutes
- Approval of 8/31/17 minutes with the following updates:
 - Assessment Committee – Kathy Tucker
 - Dr. Reynolds & Dr. Williams will mentor Dr. Bean on EPPAC
- Academic Program Associates will take minutes
- Admission to Teacher Education Application deadline will be moved back

Updates and Reminders

- Friday, September 8, 2017 – Last day to apply for spring 2018 student teaching
- Friday, September 15, 2017 – Final spring 2018 course schedules due
 - Class sizes will be reviewed to determine combining of sections. 10 students will be needed to keep a class open. If course is needed as part of a student's progression in order to graduate on time it will be offered
 - Upper level classes may be offered on a rotation
 - Early Childhood Special Education Program – concerns presented regarding student retention due to course rotation and offering availability
- Monday, October 16 – Friday, November 3, 2017 – Advising for spring 2018 course selection
 - Group advising: October 18th, October 19th and October 26th 9:00am-3:00pm in Marsh Hall Rm 139
 - Beckley advising TBA
 - All Early Childhood Special Education majors are to meet with Dr. Campbell individually

New Business

- ATEP entrance requirements updated to align with WV Policy 5100 beginning spring 2018
 - Students can be accepted with a 2.50 overall GPA if the cohort average overall GPA is 3.00
 - COMM 101 (Foundations of Speech) – passing grade will be the requirement, changing the “C” requirement
 - Students will attend seminars to address portfolio requirements
 - Grit Scale will be replaced with EDUC210 Classroom Disposition (will be done concurrently during the Fall 2017 semester)
- ATEP portfolio rubric will be updated to reflect Unsatisfactory, Emerging, Proficient and Distinguished categories. All students should aim for Emerging
- EDUC 210 dispositions – will begin Fall 2017 pending rubric approval
 - EDUC 210 Classroom Disposition – completed by course professor
 - EDUC 210 Field Disposition – completed by student's mentor teacher
 - Categories and standards discussed in-depth, and will remain open for revision for the time being
- Background checks
 - Will be required for early field experiences
 - Student must complete once per academic year
 - Possible methods of completion were discussed with the main method being online completion
- WVTPA training seminars and workshops will be held Friday, September 15, 2017 from 9:00am-3:00pm (tentative ending time)
- Group advising dates and times selected
 - October 18, October 19 and October 26 9:00am-3:00pm in Marsh Hall Rm 139. Beckley advising TBA

Department of Education
September 21, 2017
Minutes

Called to order by Richard Druggish

In Attendance: Richard Druggish, Nancy Burton, Andrea Campbell, Lethea Smith, William Williams, Diane Grych, Kathy Tucker, Michael Bean, Terry Mullins, Anita Reynolds

Announcements:

- Approval of 9/8/17 minutes
- Admission to Teacher Education Program guidelines will go into effect Spring 2018
- All departments must present two events/stories/happenings at the beginning of each month to Dr. Boggess
 - Dr. Bean proposed a share-drive as a communal location for Department of Education faculty to share news, stories, and pictures
 - Proposed items included the summer reading camp, special education camp, CEC events, Project Wet, block students attending the Water Festival
- PELL Grant may be returning for summer courses (Undergraduate only)
- Elementary Education committee will consist of Nancy Burton, Kathy Tucker, Lethea Smith, Kathy Hawks and Andrea Campbell.

Updates and Reminders

- Faculty Development forms should be turned in as soon as possible – no Department Support Funds will be granted
- All syllabi and CVs must be submitted as soon as possible for all full time faculty and adjuncts
 - Catalog course descriptions must be included in course description in syllabus
- Drop-In advising will be October 18th, October 19th and October 26th
- University Assessment Reports due November 1, 2017. Template can be found online
- HEPC change in course repeat policy
 - Forgiveness of grades of “D” and “F” will extend past 60 hours
 - 300+ level courses can be repeated with grade of “C”

New Business

- WVTPA training: all areas were accomplished or emerging. Criteria for inter-rater reliability were met. Who will be assessing TPAs are TBA
- Spring 2018 schedules were discussed. Approval pending.
 - Courses listed as TBA will be determined based upon course rosters as to whether a Beckley and Athens section will be needed.
 - Select graduate program courses will be offered as independent studies
 - No overloads past 18 hours (includes work at Concord University and outside commitments). Goal is to keep focus on Concord University needs
- Teacher Education Program Dispositions - criteria discussed and content validity voted upon via rubric
- Programs not meeting HEPC policy (average of 5 graduates) are under review.
 - Programs being sunset: Business 5-Adult, English 5-9, Spanish 5-Adult and Spanish PK-Adult
 - Secondary Education Programs and Early Childhood Special Education under review.
 - Considerations into which programs will be sunset are up for debate, and further inquiries will be made to higher level offices.
 - MAT Program suggested as a way for a secondary content majors to obtain licensure
 - Dr. Reynolds suggested a 3+2 degree program for secondary majors
 - Endorsement in Early Childhood Specialization suggested in place of full program

- Push for programs that lead to an Education degree to be under the control of the Education Department instead of content specialization department.
- Social Studies 5-Adult Program to be used to establish the Secondary Education Methods Block, and for the Department of Education to assume responsibility of Special Methods courses and SPA reports.
 - Goal is to get programs to 120 hours, determine what courses are needed to meet state standards, and for students to successfully complete Praxis Content Examinations.
 - Methods courses will change to EDUC414 and become part of the Secondary Education Core Course
 - Proposal includes removing and/or combining courses, along with substitution of courses
 - Dr. Reynolds motioned to approve Social Studies Methods Block program changes. Dr. Mullins seconded the motion. 8 faculty members vote to approve the program changes

Department of Education
September 29, 2017
Minutes

Attendance: Kathryn Liptak, Rick Druggish, Anita Reynolds, Lethea Smith, Willy Williams, Michael Bean, Diane Grych, Kathy Hawks, Andrea Campbell, Kathryn Tucker, and Nancy Burton, Robin White.

Rick called the meeting to order and asked for any updates of the minutes from the September 27, 2017 meeting. No changes were made and the minutes were approved.

Updates and Reminders:

- Wednesday, October 4 – mid-summer reports due for graduate students with grade of D or F
- Thursday, October 5 and 6 – fall break
- Thursday, October 12 – Department meeting 12:30 – 2:00
- Monday, October 23- Friday, October 27 – volunteers to go to Beckley for advising
- Wednesday, November 1 – Program Assessments due

New Business:

- Handouts of CAEP Standards
- Three cycles of data start as of spring 2018
- Follow up for surveys
- Dr. Liptak spoke about the CAEP conference in Washington D.C. many changes are being made. More data and more reporting are being required. Standards 1,3,4,5 have some changes. Elementary SPA reports will be recognized by CAEP, but will not be nationally recognized. Also there will be more accountability from 2014 and into the future. Capstone courses, EDEL 560 , SPED 560 and RDNG 560 need to examine rubrics for common focus.
- Spoke about getting message to the students about Praxis II content, also reporting, if they are coming into program for school leadership they need to be in school leadership if not, report why. There is issue with standard 3: Candidate Quality and Selectivity we are looking to Jamie Ealey to share plans in addition to self-study and meeting goals.
- CAEP is also raising the cut scores for tests required. At the present cut scores are 168.06 in reading, 162.14 in math, and 165.0 in writing. Students will likely not make it if they follow through with this. Dr. Liptak encouraged meeting attendees to go on-line and add comments in appropriate section. State has now adopted SAT scores and checking GRE as part of accreditation process.
- There are three areas of introduction and planning along with how to retain and track students. Students are also going to be required to do ethical disposition in order to be an educator. ETS has created a program called “ProEthica”, the students will have to register and pay fee of \$50.00 or more. This will be in addition to the disposition assessment and grit scale survey that they currently take. The scores for ProEthica will be given a range. You can go to ETS – Home under tests and products for videos and more information.
- Dr. Liptak stated we are a CAEP state and we will have to comply with these regulations in order to keep our accreditation. We will need to identify some tools to use in order to gather data on our graduates, reference to Standard 4, Program Impact. We need to contact other schools that already have put this into place and use techniques to model after. Two schools mentioned for this is University of Charleston and Randolph Macon. Data and paper work will have to be submitted in spring 2019 for CAEP visit in 2020.

- Standard 5 will be needed to insure to CAEP that we use our data to improve the program. It is most like a Quality Assurance System. Dr. Liptak stated that this fall will be a busy time for us all with the preparation of getting all that is needed for CAEP. Dr. Hawks made suggestion of identifying students entering into their student teaching and find an incentive for following them for data purposes. Also Dr. Williams suggested setting aside lab fees that could be used to pay for the ProEthica for students who help in the data part of what we are needing.
- Dr. Druggish has been approached by Jack Sheffler about the Art 5-adult program that has no graduates in the program. He has suggested to sunset this program. Motion to dispose of Art 5-Adult, Dr. Tucker 2nd that motion. All in favor – 9, Apposed – 1.
- Dr. Tucker and Dr. Burton discussed the free standing special education program that they have been working on since spring of 2016. They have made change of course to EDSP which will be easily found near the EDUC and EDEL classes in the course available list. They both talked of the hours changed and hours required. Program has 119-123 hours (discussion required with Dr. Druggish). It is a revised program and not a new program. It will need to go to Charleston in January 2018. Andrea Campbell set the motion of Special Education Program, Dr. Burton mentioned it had the highest need in the state. Dr. Druggish 2nd that motion. All in favor – 9.
- Handout given for adjunct faculty evaluation form, it needs updated. Everyone please look at form and bring opinions to the table. Also needed is an adjunct handbook.
- Reminders to instructors to have portfolios in on specific date in order for review of tenures and promotions.
- Dr. Tucker is on the Executive Board, MC Career Connections – WV Adult Education. They will be providing tutoring for the Praxis Test, please pass this information along to students, Cheryl Watkins 304-425-7953 is the contact person. This tutoring is free and can also be accessed by students in the state of Virginia.
- Dr. Druggish had 2 updates that he shared with Dr. Boggess's Office, Dr. Nancy Burton has published a text book. Also shared that the Reading Camp has been successful for 10 years or more. Dr. Druggish has to share a least two updates per month with Dr. Boggess, everyone was encouraged to share their knowledge.

Meeting adjourned.

Department of Education
October 12, 2017
Minutes

Call to order by Richard Druggish

In Attendance: Michael Bean, Nancy Burton, Andrea Campbell, Richard Druggish, Diane Grych, Terry Mullins, Kathryn Tucker, William Williams

Announcements:

- Approval of the September 29, 2017 minutes will be postponed until the October 27, 2017 meeting
- Academic Council would like faculty participation at Homecoming events, specifically at the President's House.
- Kathryn Tucker will be taking Richard Druggish's place at the October 19, 2017 Academic Council meeting.
- Dr. Boggess' presentation regarding NCHEMS (National Center for Higher Education Management Systems)
 - Organization looks at higher education future with regards to smaller institutions and their impact on the workforce.
 - Looks for ways to get students from out-of-state.
 - Looks at more appealing programs such as Associate Degrees or certificate programs.
- Dual credit possibility with Mercer County discussed with Dr. Akers. Pikeview High is willing to bus students to Concord University's Athens, WV campus to receive dual credits in primarily General Education coursework
- Emeritus Status recommended for Santina St. John and Hugh Campbell. Terry Mullins moved to have Richard Druggish write a letter of recommendation for Santina St. John and Hugh Campbell. Nancy Burton seconded the motion. All in attendance in favor.
- Story-time will be held in the Library every Wednesday for 4 weeks beginning October 25th at 9:30am.

Updates and Reminders:

- October 16th – 23rd : Concord University advising. If you plan to meet with students individually put a sign-up sheet on your office door. Notify students by email of this option.
- October 18th, 19th and 26th : Department of Education group advising 9am-3pm Marsh Hall 139
- October 23rd – 27th : Beckley advising. The following faculty will be in attendance:
 - October 19th : Nancy Burton
 - October 23rd : Kathryn Tucker, Lethea Smith
 - October 24th : Nancy Burton
 - October 25th : Richard Druggish
- October 31, 2017 : Teacher Education Program Portfolio Reviews are due from faculty
- November 1, 2017 : Program Assessment Reports are due
- November 3, 2017 : Students TPAs are due
- November 17, 2017 : TPA grades due from faculty. Each faculty member will review 2 TPAs.
- November 11th – 17th : Transfer and Re-Admit student advising. Volunteers are needed to meet individually with students. Please let the Registrar's Office know your available times.
- November 29th – December 3rd : PDS State Conference in Flatwoods, WV.
- There will be no Blackboard access on November 18th (Saturday before Thanksgiving)

New Business:

- Marketing options discussed included taking applications to local and regional high schools, and having a fast turnaround on acceptance letters in order to compete with other state institutions. Slow rate of acceptance was discussed.
- Fall 2017 Teacher Education Program applicants discussed.
 - 38 applicants to date
 - Discussion of possibly allowing students to apply while in EDUC 210
 - Low Overall GPA issue discussed. Faculty advised to talk to students/advises on how to improve grades or retake courses.
 - Portfolio Reviews are due October 31, 2017
 - Faculty review pairs assigned: Nancy Burton/Michael Bean, Terry Mullins/Anita Reynolds, Kathryn Tucker/William Williams, Kathy Hawks/Lethea Smith, Andrea Campbell/Diane Grych.
- Stand-alone Special Education Program updates discussed.
 - The updated program addressed faculty numbers, course overlaps, course substitutions, and hours reduction.
 - Special Education reading courses substituted with EDUC 307 and EDUC 309
 - Special Education Block will match Elementary Block course numbers. They will be 400 level courses.
 - Field Experiences will span K-12 grades, which will be unique to Concord University
 - Discussed partnering with Bluefield State to teach Special Education courses to their students on Concord University Campus
 - EDUC310 vs. EDSP350 discussed, and its impact on EPAT
 - Kathryn Tucker moved to accept the new updates to the stand-alone Special Education Program. Lethea Smith seconded the motion. All in attendance accepted.
 - Minutes from this semester in which the stand-alone Special Education Program was discussed must be presented to the Academic Council
- Plagiarism concern discussed regarding two students who are enrolled in EDUC210 and EDUC306. Meetings will be held with each student. The student in EDUC210 will be required to re-write the assignment. The student in EDUC306 will meet with Richard Druggish, William Williams, and Kathy Tucker regarding further action. Proposed action to be taken included suspending program acceptance or suspending spring 2018 course registration until the issue is remedied.
- Online Evaluations: Technology is working on this system. Submissions will remain anonymous to faculty members. Previous evaluations can still be accessed through the Department Offices.
- Beginning Spring 2018 there will be 24/7 Blackboard technology support that is partially funded through grants.
- The Presidential Provost Scholarship is re-instated.
- Any proposed changes to the faculty handbook will be discussed during the November Faculty Senate meeting
- All faculty members asked to look at the required textbooks for their courses. Check to see if an e-book option is available, or try to limit the number of required books to save students an extra expense.
- The Technology Committee will be comprised of two faculty members from each College. They will rotate each year.
- The Library Committee was dissolved.

Department of Education
November 9, 2017
Minutes

Call to order by Richard Druggish

In Attendance: Michael Bean, Andrea Campbell, Richard Druggish, Diane Grych, Terry Mullins, Anita Reynolds, Lethea Smith, Kathryn Tucker, William Williams

Announcements:

- Dr. Nancy Burton appointed as the Department of Education representative for the College of Professional Studies Personnel Committee
- September 29, 2017 and October 12, 2017 Department of Education minutes approved
- Online evaluations are being worked on, and will be released to students after Thanksgiving break. Evaluations will be done in the online format for face-to-face and online courses. Dr. Druggish recommended having face-to-face courses go to computer lab during class time to ensure evaluations are completed.

Updates and Reminders:

- November 11th – 17th, 2017: Transfer and Re-Admit student advising. Volunteers are needed to meet individually with students. Please let the Registrar's Office know your available times.
- November 17, 2017: TPA grades due from faculty. Do not "Save and Submit" until this day, ensuring students receive their grades at the same time.
- November 28, 2017: PDS Luncheon with our PDS partnership schools
- November 29th – December 3rd 2017: PDS State Conference in Flatwoods, WV.
- December 1, 2017: Department of Education meeting 9:00am-3:00pm. This will serve as the final meeting of the semester, and a review/recap of previous meetings and business
- December 4th -8th, 2017: Finals week. Finals schedule must be followed.
- Portfolios for tenure track and promotions due at the following times:
 - Due to Personnel Committee: 1/15/18
 - Due to Dr. Richard Druggish 1/26/18 after review from Personnel Committee
 - Due to Dr. Kathryn Liptak 2/2/18 after review from Dr. Druggish & Personnel Committee

New Business:

- Changes in Blackboard were discussed. Dr. Liptak attended to provide clarification on changes.
 - A standard template has been developed for all courses beginning Spring 2018.
 - Instructors will be able to copy content from a previous semester, but it may not end up in the desired area due to the new template. Instructors will need to re-arrange content as needed.
 - Changes include a "hide" feature, how-to videos for students, a resources section and a tools section.
 - Instructors are encouraged to include a welcome video
 - Goals and objectives must match assessments, and include appropriate levels of learning

- Dr. Druggish discussed the Residency Model used by other institutions with regard to student teaching. Other schools are having students be in a classroom all day for 4 days the semester prior to student teaching, then be in the classroom all day for 4 days during student teaching. The fifth day during these times is used for seminars and class time. This model stresses co-teaching.
- Changes to the Elementary K-6 program were discussed.
 - The changes accomplish necessary goals, allowing for certain aspects of Policy 5100 to be waived.
 - Courses are grouped by ACEI standards to ensure the new program meets the necessary standards
 - Child/Adolescent Development (EDUC265) replaces Developmentally Appropriate Proactive (EDUC304)
 - Reading, Writing and Oral Language changes include adding Reading in the Early Years K-2 (EDUC308) and Reading in the Intermediate Grades 3-6 (EDUC309). They also include changing EDUC307 to include Writing Across the Curriculum, and EDUC311 to Understanding Reading Problems. The 15 hours of Reading, Writing and Oral Language (including course from methods block) will allow students to apply for a reading endorsement on their license.
 - Math Concepts for Teachers (EDUC260) added in place of a MATH101+ course
 - Science now includes BIOL101, GEOG200 and GEOL101 or PSCH104
 - Social Studies now includes GEOG101, HIST203, HIST204 and POSC104. HIST101/102 and HIST307 were removed in order to accommodate courses that would better prepare Elementary K-6 majors for Praxis exams and teaching in the field.
 - Social Studies Methods and Science Methods are combined into 1 course
- InTASC standards discussed. Faculty to look over standards, and align the Professional Education Core and Methods courses to the cross-cutting standards. Take a look at all courses to ensure these are being met throughout our program. These will be discussed further at the 12/1/17 meeting
- APC overload pay discussed. What is considered overload is at the discretion of the Department Chair. How Department Chairs determine overloads are different across campus, but consistency is being looked at.
- There will be no Beckley, WV Methods Block
- 5 students will be needed to keep a Graduate Program course. 8 or 10 students will be needed to keep an undergraduate course
- Students now have access to additional e-books at the library. There are no check-out limits or return dates.
- A copy of all current textbooks on reserve in the library is possible and is being discussed
- Dr. Bean met with Dr. Akers, Mercer County Superintendent, regarding our Educational Leadership and Supervision program. Improvements and suggestions regarding the law and financial aspect of the program were addressed
- Policy 2510 will be affecting the public schools in WV. Changes include reducing the number of credit hours required to graduation from 24 to 21, changing the grading scale, and having students take the SAT exam instead of the ACT exam due to it being free for students.
- Faculty Development funds are almost gone. Presentations will take precedence over just attendance.