

UHWO Education Division Meeting  
Friday, May 4, 2012

Meeting began: 9:05 a.m.

Present: Susan Matoba Adler, Mary Heller, Jeanne Iorio, Rick Jones, Paula Mathis, Julia Myers, Jonathan Schwartz, Kristen Urata

- I. Approval of Minutes From 03/02/12 Meeting
  - a. Rick motioned to approve the minutes as written; Jeanne seconded. Passed.
  
- II. Educational Foundations Search Status- Jeanne
  - a. Jeanne announced the committee reviewed 98 applications. There were more than 98 submitted but the committee cut off reviews at that point. The committee has narrowed the search down to three finalists and are waiting for releases from the finalists before doing reference checks. Campus visits will be between 05/14 and 05/25. Although this time frame is after the academic year concludes, the education faculty are encouraged to come to campus to meet the finalists, if they are available.
  
- III. Transition Committee Update- Susan
  - a. Susan has been forwarding the e-mail updates (written by Suzanne Falgout to the Social Sciences Division) about the transition to the new campus. Due to logistics, parking fees will not be assessed for fall semester; however, effective Spring 2013, parking fees will be charged. Details about the fees are pending.
  
- IV. Other Committee Reports
  - a. Julia (Faculty Senate): Librarian Sarah Gilman requested each division's list of journal access requests, which Julia forwarded to the faculty. Sarah is now requesting the rank order of these journal access requests. After a discussion, the Education Division faculty came up with the following ranking:
    1. Social Science Citation Index or Science Citation Index Expanded
    2. Teachers College Record
    3. Communication Abstracts
    4. GeoRef
    5. GeoBaseOther journals not ranked were Dissertations & Theses, Library & Information Science Abstracts, Meteorological & Geostrophysical Abstracts, Sci Finder Scholar Database, Journal of Tech & Teacher Ed
  - b. Rick (ADP): Mark sent a 100 page ADP which Rick uploaded to Laulima. Refer to Rick's latest ADP e-mail for the most recent details.
  - c. Paula (Laulima Award): Linda Randall was selected as the winner of the Laulima Award (online teaching). This will be formally announced at commencement. Dr. Randall will receive a certificate and Sony Bloggie.

- V. NCATE Update- Mary
- a. Next NCATE meeting will be on Thursday, May 10 from 9:00-11:00 a.m. Mary hopes to have a draft of the institutional report (IR) ready by then. She is now working on the report exhibits. The IR is due on June 2, 2012 but Mary would like to submit it beforehand, in consideration of possible technical difficulties. If all goes well with the accreditation process, the elementary education program will be up for accreditation again in 2019. By then, she expects the middle level and secondary programs to be active. The SPA reports will be due in 2015-2016.
- VI. NCTQ Update- Susan
- a. Susan reported that the National Council on Teacher Quality (NCTQ) sent UHWO a check for \$210 as payment for a short list of items the organization requested (i.e., syllabi). She is deferring to VCAA Mobley in deciding whether the check should be deposited at all. Nationally, teacher education programs are resisting giving NCTQ the requested information for a variety of reasons, including uncertainty about how the information given will be publicized. In consideration of the state's Freedom of Information Act, UHWO has been in communication with UH system lawyers to determine how to put closure to this matter.
- VII. New Campus Office Space Selection- Susan
- a. Offices in the classroom and laboratory buildings are set in "quads". The administration decided that each quad will have faculty/staff from varying academic programs and no quad will have more than one person from any program. The exception is with Kristen and Stephanie Kamai (incoming Field Placement Coordinator) who will be sharing an office. Once the administration decided which division or program would have a particular office space, faculty were allowed to choose which office space they wanted. The Education faculty decided on the following:  
**Laboratory Building:**  
112—Jeanne; 215—Rick; 217-- Julia  
**Classroom Building:**  
[118—previously assigned to Kristen and Stephanie] 219—Paula; 221—Jonathan; 226—Incoming Foundations Professor  
Classroom Building office assignments for rooms 117 and 212 are still to be determined as both Susan and Mary would like room 212. Both offices have windows, which are reserved for tenured faculty.
- VIII. Budget- Susan
- a. Mentor teacher honorariums continue to put the division over budget. This year, the division paid \$1,750 to AACTE and \$2,140 to NCATE for annual dues. Mentor teacher honorariums are expected to total \$10,235 (\$6,160 for Fall 2011; \$4,075 for Spring 2012). This semester's student teaching university supervisors, Paula and Carol Price, also have to submit their mileage reimbursement form. Therefore, there is no money in the budget for other items that division faculty have asked for in the past (i.e., books,

teaching supplies). It is difficult to make accurate projections on mentor teacher honorariums when some teacher candidates register for courses with required field placements after the semester has started.

IX. Mentor Teacher Communication and Recruitment

- a. There is concern that certain mentor teachers continue to mentor for our candidates when negative reports have already surfaced (i.e., questionable teaching methods and negative attitudes). This semester, the elementary faculty created a survey on Survey Monkey that early field, practicum, and student teachers will complete after every semester of field experience. The feedback will help determine if there are certain mentor teachers that should not be asked to mentor for us in the future.

X. Other

- a. A couple of teacher candidates expressed dissatisfaction with some EDEE courses starting early in the afternoon. As adults that work during the day, they are forced to use vacation time to attend classes. The elementary faculty stated that the change to earlier class times was actually in response to teacher candidates not wanting to stay on campus for classes until later in the evening due to family needs (i.e., child care ends). Therefore, this is a perfect example of not being able to satisfy everyone's needs. The faculty will make changes to the program on an as needed basis as part of an effort for continuous improvement.

Meeting adjourned: 10:32 a.m.