

College of Education
Student Affairs Committee Minutes of September 4, 2003

Present: Judy Hughey, Ann Knackendoffel, Di Murphy, Jane Fishback, Bob Shoop
Absent: Clark Harris, Mary Heller, , and ____ (grad. stu. rep), Lindsey Sutton (UG stu. rep).

1. Approval of minutes

Minutes from May 3, 2003 meeting were approved.

2. Introduction and welcome to members

Lindsey Sutton was unable to attend today because of work and the new graduate student hasn't been assigned at this time.

3. Old Business

Spring commencement awards & reception update - Ann, Jane, (Mary) and Di

There was a brief discussion and review regarding how the awards process went last year and discussion of timelines. The new cooperating teacher award guidelines and process needs to be discussed in the near future.

There was some debate about what we looking for in the graduate student award - people who have an outstanding professional career or more student activities? It was recommended that the criteria for this award, and other awards overseen by SAC, be brought to the next meeting for review and further discussion.

"We Support Our Students Project" - Judy

The committee agreed it is time to update and move the board honoring those serving in the military and their families in the COE to a smaller place.

We should also correspond with families and get an update on the people we have on the board currently. There was discussion about whether to continue the project and everyone felt we should and that it was a good idea and much appreciated. We also discussed how to handle situations where students are wounded or killed in action. SAC will be responsible for sending cards from college of ed.

Undergraduate Professional Block Discussion Update - Judy

Judy reported this is probably not a good time to call a meeting to discuss scope and sequence in the elementary courses since Jenny Bay-Williams is on maternity leave, David Allen will be out for some time due to illness and Emmett Wright is on personal leave.

4. New Business

Graduate Advising Questionnaire

Look at format of UG advising questionnaire on KATS. Do we want to create one for graduate students like this? Many questions need to be addressed before proceeding forward including:

How would it be used? (Compile all or distribute to individual faculty members?) Would it be used for merit? (optional?) It was decided that we need to check with Dean Holen to see how he feels. Who should be contacted? Assoc. Dean Thruston? Grad Faculty?

Ed. Symposium - Thursday Oct. 23

Encouraged students to attend - 6 hrs. professional service

Professional Behavior - it seemed to work well for block teachers to talk to block students about "professional conference behavior" before the symposium. We also agreed that it was a good idea to excuse people who had to leave for classes or other commitments before speakers

Clark suggested that we ask faculty if they would like to present or know of someone or topic that might be solicited. Di will check with Pam Monroe and have her follow up.

Excellence in Graduate Teaching Award - should be done by Faculty Affairs (whoever won it last time will chair the committee).

Outstanding Undergraduate Student Awards - Clark

Normally we give 5 awards (generally 3 elem. and 2 secondary- depending on how the applications split elem. and sec.)

Pam sends Clark a list of all graduating seniors to distribute to faculty for nominations
It was asked how many graduate each semester? In Dec it is approx. 125-150 and Spring about 200.

Future Teacher Award - Di

Review criteria for all, timelines,

Graduate Student Awards -

It was suggested that all the names of eligible graduate student be distributed and each department review candidates at their departmental meeting> It will be the responsibility of the department heads to forward the graduate students their department wants to nominate.

Other -

Scholarship Info. - Di

The COE has \$193,000 of scholarship money to distribute

Premire \$100,305 to scholar

Must be admitted to teacher ed.

GPAs of 3.9 or above receive \$1000

GPAs of 3.75 to 3.9 receive \$500

Respectfully moved to adjourn Bob Shoop

Next meeting

Oct. 2, 2003 8:30am BH 368

Submitted by Ann Knackendoffel

cc: Kathy Brown