

## **Minutes Student Affairs Committee -- November 4, 2004**

Present: Judy Hughey, Clark Harris, Mary Heller, Ann Knackendoffel, Keith Powers, and Alisha Baily (grad. stu. rep), Anthony Carter (UG student rep.)

Absent: Jane Fishback and Bob Shoop

### **1. Approval of minutes from Oct. 6, 2004 meeting**

Approved (Motion made by Mary seconded by Clark )

### **2. Old Business**

Ed Symposium, Thursday, October 28, 2004 (Alicia) Feedback was great. Students enjoyed the session, lunch and fashion show skit.

International Study Opportunities (Judy) Judy reported on the COE meeting she attended regarding the international study opportunities for our students and said the discussion is ongoing without any firm plans at this time. Judy suggested to the committee that this be coordinated out of Associate Dean Wissman's office and/or the Student Advising Office. During our discussion, Clark suggested there be a webpage link off the COE Homepage which gave students information about how they might be involved in international study. He said there could be a brief summary paragraph from various students who had done international study from our College telling why it was a good experience and how they were funded or the costs involved. He added that many local service organizations such as Rotarians will help fund students and this would be an avenue for letting students know about that. Keith also suggested our College work with the Study Abroad Office to coordinate our efforts. There was general agreement within the SAC that this is a much bigger endeavor than is reasonable for SAC to oversee and that some office within the College needs to be in charge of it.

### **3. New Business**

Distinguished Cooperating Teacher Award- (Mary) Dawn Perbeck was this year's recipient. The award was presented at the Ed. Symposium luncheon. Dawn's former student teacher who nominated her and principal were there for the award. Mary revised the form slightly for our committee to consider and the committee unanimously approved of the changes. Currently the form is given to all the clinical instructors so they pass it on to the student teachers. Where there are not clinical instructors, such as in some of the secondary placements, the form will be distributed to Larry Sharman to pass on to the Block One instructors. Mary will also pass the form along to Mary Hammel to put in a format to be included in the COE Alumni Newsletter. Mary will have Jan Wissman include the form and information about nominating teachers for the award in the next newsletter. Mary also suggested that in future years, the SAC undergraduate student representative take responsibility for making sure the certificate and everything needed for the award at the Symposium luncheon is taken care of and where it needs to be.

Outstanding Undergraduate Student Awards (Clark) Currently Clark as received 6 nominations. They are all secondary students so he has asked Paul Burden to forward him names of elementary students who should be considered.

Outstanding Graduate Student Awards - (Jane) Jane was absent. No report given.

Outstanding Student Teacher Award - (Keith) Keith has received 29 initial nominations and it awaiting follow-up materials from their University Supervisors, Coop. Teachers and Clinical Instructors. This information is due Nov. 18. At that time he will assemble the information for the committee members to review individually at their convenience in his office. He will compile the rankings and arrange a time for the committee to meet to choose one elementary and one secondary student teacher to receive the award at Commencement.

Outstanding Graduate Teaching Assistant Award - (Alicia) Since most of the graduate teaching assistants graduate in May, it was decided that the award will be done in the May.

COE Graduate Student Organization (Alicia) The graduate students are meeting and active. Mike Ribble has set up a Blackboard page for graduate students to subscribe to so they will be notified of information, meetings and have access to the minutes from the meetings. Mike has enrolled/signed up most of the students but if anyone knows of graduate students who have not been included, please have them sign up through Blackboard or contact Mike.

### **4. Other**

Graduate Brunch Update (Ann)

The graduate student brunch is scheduled at the Country Club for Friday, Dec. 10 at 10:30. Pam (Dean's office) is contacting graduate faculty to make sure the list of graduates is complete and invitations are being sent. Once again, the Dean's office will pay for the graduate and faculty and the graduate will pay for any guests they bring.

### **5. Next Meeting**

Dec. 2, 2004, 8:30am, BH 368

Respectfully submitted by Ann Knackendoffel, SAC Secretary

Cc: Kathy Brown