AUGUST 23, 2006
Crown Colony Country Club
Attendance: Becky Greer, Janie Kenner, Darla Daniels, Carl Phaffenburg, Sheryl Wittenbach, Brenda Marques, Lisa Mize, Phyllis Gilbert, Maria Scarcino, Linda Nickles Lynda Martin.
Note in Attendance: Mitzi Perritt & Rachel Underwood

AGENDA

The meeting opened by Dr. Martin welcoming everyone back. She introduced the general manager of Crown Colony who welcomed us and gave a small introduction about Crown.

The meeting began with the Election of the COE advisory board rep. A written ballot was taken and Becky Greer will represent us this 2006-07 school year.

Dr. Martin passed the committee assignments for review and correct. She asked that we turned it in by the next Friday if any changes.

Brenda Marques, Leisha Bridwell & Sheryl W. discussed ideas for Student Forum – after much discussion it was determined to try something new by having a welcome back event on Wednesday, Sept. 13th from 10:30 & 11:30 on the side of Human Sciences South in the grassy area. Discussion was made to invite all of the undecided majors and to have tables set up from each of the program area.

Graduate programs were discussed next. An overview was given on what courses we require and what is on-line. Discussion was made on writing techniques of students in general.


**Writing ENG 582 and ENG 580 **Stat (Darville, Forestry??) **Methodology

Discussion was made that we should highly encourage students to take a statistics, and determine individually if the student needs a technical writing course. Discussion was made about the admission to the graduate program. Maire stated we needed to raise the GRE score or our GPA requirements. It was determined that the Curriculum committee will bring a recommendation to the faculty.

Dr. Martin asked the faculty if they wanted her to move forward on changing from Dept. to School status. Everyone in attendance was in agreement.

Dr. Martin asked the Curriculum Committee to review:
Lab Fees, 300, 311, 314, 414,
Title, 139
Variable 478 (and title with 578)
HMS 420 – grade
After discussion it was determined that the curriculum committee would be meeting mid-Sept. to review the proposals.

Sally Ann & Darla discussed that applications were with Mildred and to encourage all out going to students to apply to be an Ambassador within our department.

Dr. Martin stated at her meeting that the Dean stated that each program area needs to have a game plan for the 120 Hour degree plans, but it did not have to move forward this year.

Dr. Martin asked that each program determine a time to meet once a month and to turn in the times and minutes to Nelda each month. When will program meetings be? Fashion- 2nd and 4th Wed at 4pm.

Dr. Martin stated that the new WebCT was up and running and that OIT had several workshops were available.

Darla and Becky discussed that they were still searching for the full time position. (FND, FM)

Marie from the Assessment Committee gave a report.

Dr. Martin stated that the AAFCS accreditation was going well and that it would be mailed tomorrow and a CD will be in each box for our review before the visitation team arrived.

Dr. Martin stated that Dr. Pattilio had asked if they could display the Steen Glass Collection in the Austin building. We discussed it and voted to keep it in the department.

Dr. Martin said thanks to all who are Student Club advisory and asked to turn in the meeting dates so that the office would know when they meet.

She asked that we turned in our Office Hours to Mildred ask soon as possible.

Syllabus Template (COE values reflected in syllabus) is located on our community page and she forwarded a copy. When you get your syllabus done please send a copy to Nelda.

Dr. Martin then discussed a list of items that were discussed at the Chairs Meeting.

Media Room in room 363 in the McKibben building is a media room that all students can use from 8-5 p.m. and Erin Graham is in charge.

Caution Letter

Dr. Martin gave us Coetech@sfasu.edu. She said if we needed anything we needed any computer assistance to e-mail them direct and CC to her and Mildred so that they would be in the loop.

Admission Standards was on the agenda but since we discussed earlier.

NCATE (talk up the vision) needs to be put on the syllabus.

Dr. Martin discussed the Construction of the building. She stated that the money will have to be funded and we are apart of the Early Childhood Research Center.

FAC Activity Report will be due in – October

She discussed the University Freshman Convocation will be 8/31 at 4pm for all of Departments and Clubs. She encouraged us all to participate.

She gave us the date of 9/30 for Parents Day.

Tuition Rebate was discussed. Students receive a $1,000 for..........................

Dr. Martin stated we as a department might want to consider doing something similar
Texas Tech Sticker. She stated if we wanted to buy items, Monque is willing to sell items.

Modeling

Dr. Martin stated that we would be taking students to Thailand this year and the Cruise. We would be waiting till next year to do London. She asked Sally Ann to discuss Thailand and _________ to discuss the Cruise.

Dr. Martin asked all of us to sign our Contracts today.

We dismissed for Lunch.

After lunch we divided into Program Areas were we determine:
- Goals for this year in program areas
- Program Review – get information
- Mission & Goals (are our values reflected in our syllabi)