

Dean's Report to the College of Education's

College Council

May 1, 2009

New Business.

Attendance Policy. During the April 24, Childhood Education program meeting, problems associated with student absenteeism were discussed. Even though each of the program faculty already include statements in their respective syllabi regarding attendance and class participation, the program proposed that the attendance policy from the university catalogue be include in all syllabi.

General Attendance

Only officially registered students or students approved to audit a class are entitled to attend class. Students are responsible for being aware of all instructor-based and University issued attendance policies and the requirements of the registrar for enrollment, drop/add and fee liability. Students are responsible for completing the academic requirements of each class as defined by the instructor and as set forth in any class syllabus. An instructor may make attendance mandatory and may impose penalties, including failing a class, for excessive absences. It is university policy that student absences will be excused for military duty, jury duty, and religious days (as set forth in University policy 10-045). Excused absences for other documented reasons may be allowed at the discretion of the instructor. Though excused, the student is responsible for completing all academic work, examinations, assignments and labs in a timely fashion.

NCATE. We have received notification of our NCATE site visit team chair and team members. I have confirmed with DOE that they will not be joining the NCATE team for the September 12-16 site visit because they conducted their site visit in fall of 2008. We plan to work with the NCATE team chair to schedule an NCATE pre-visit in July.

Disruption of the Academic Process. To ensure successful implementation of the university policy for responding to alleged disruptions of the academic process, the Office of Student Affairs has developed processes for colleges to follow and an Incident Report Form. Once I receive final versions, they will be posted on the COE website. The university policy for Disruption of Academic Processes is already listed on the COE Webpage <http://usfweb2.usf.edu/usfgc/ogc%20web/currentregs/USF3-025.htm>

Old Business (Informational Items)

Faculty searches for 2008-2009. In the search for an assistant professor position in Educational Leadership, I have made an offer to Dr. Charles Vanover, which he accepted. The search committee for the Instructor in Educational Leadership has been approved to schedule interviews with its three final candidates beginning the week of May 11.

Assessment Committee. As Head of Unit, two years ago I created an administrative committee with representatives from the College's programs and areas of responsibility (i.e., ESOL and field experiences) to prepare for the DOE program reviews and DOE and NCATE site visit. In 2008-2009, I renamed the group the Assessment Committee and redefined its purpose to review and guide the ongoing data collection and information systems we have been establishing in the College of Education in compliance with Standard 2. The group meets monthly, and minutes are posted on the COE Website.

NCATE Standard 2: Assessment System and Unit Evaluation

The unit has an assessment system that collects and analyzes data on applicant qualifications, candidate and graduate performance, and unit operations to evaluate and improve the performance of candidates, the unit, and its programs.