

Agenda
EPSY Department Meeting
December 6, 2013 – 9:30 a.m. to 11 a.m.
Gentry 144

1. Welcome
2. Corrections to November Minutes (see attachment)
3. Announcements
 - a. Marketing, Communication, Fundraising, and Alumni Relations (Shawn Kornegay, Heather McDonald, and Robyn Wilgis)
 - b. Preston Green Summer Course on School Law for Counselors and Teachers
 - c. SIS Problems with Graduate Applications
 - d. SHARE Grant Recipients (Little – see attachment)
 - e. Distinguished Alumni Nominations
 - f. PTR Provost Discussions January 30
 - g. RAC Update (Coyne)
 - h. Ledge 2 Carryover Update
 - i. December 31 Account Expirations (Watch for Email from Susan Rosman)
 - j. Electronic Letterhead (Separate Attachment)
 - k. Dean Candidate Visits (see attachment)
 - l. Online Course Q&A Today (see attachment)
 - m. Sanditz is UConn Travel Agency
 - n. Assessment Items (Yakimowski)
 - o. Multicultural Scholars Program Applications Due January 21 (see Appendix)
 - p. NSoE End of Year Celebration December 13, 3 to 6 p.m.
 - q. EPSY Holiday Celebration December 12, 5 to 7 p.m. (see Appendix)
 - r. Spring sabbaticals
 - s. Other
4. Action Items
 - a. Change in EPSY 3010 (Brown – see attachments)
 - b. Other
5. Committees Issues
 - a. Faculty Search Updates
 - i. MEA –Swami
 - ii. Online – Scott Brown
 - iii. Special Education – Joe Madaus
 - iv. Counseling – Orv Karan
 - b. Sunshine Committee (\$40)
 - c. Formation of Professionalism Committee
 - d. Other
6. Other
7. Recognition of Orv Karan (Bray, Brown, O’Neil, et al.)
8. Adjourn

Don’t forget our special lunch at 11:20 today.

Attachment for Item 2: Corrections to October Minutes
EDUCATIONAL PSYCHOLOGY DEPARTMENT
FACULTY MEETING MINUTES
November 1, 2013

Attendees: M. Bray, P. Britner, S. Brown, R. Colbert, M. Coyne, S. Everett, J. Freeman, J. Goldstein, J. Gubbins, O. Karan, T. Kehle, J. Kaufman, T. La Salle, C. Little, A. Lombardi, J. Madaus, B. McCoach, B. Montrosse-Moorhead, N. Olinghouse, J. O'Neil, R. Perusse, J. Rogers, L. Sanetti, D. Siegle, B. Simonsen, H. Swaminathan, J. VanHeest, S. Ware, M. Welsh, M. Young, M. Doyle, S. Kornegay, J. Crouse

1. Welcome

The meeting commenced at 9:35 am.

2. Minutes

There were no changes to the October meeting minutes. Minutes will stand as presented.

3. Announcements

M. Doyle presented D. Siegle with an award on behalf of M. Yakimowski.

EPSY was the first program to set goals in the electronic evaluation system.

- a. J. VanHeest thanked the faculty for the support and cards received when her father passed away in early October.**
- b. Concerning the motion presented at last month's meeting in regards to the MEA search – D. Siegle was able to resolve the issue after speaking to ODE.**
- c. S. Brown had inquired about GRE scores in comparison to other universities. D. Siegle provided the requested material (included in attachment).**
- d. Sabbatical requests need to be presented to the Provost's office by December 1st.**
- e. The University has determined the summer schedule. It will be somewhat different from previous years (included in attachment).**
- f. J. Crouse was invited to discuss with the faculty the new regulations concerning salary savings accounts. Previously, all the accounts were Ledger 4; however, now they are Ledger 2 accounts. Most of the accounts have end dates which need to be complied with. Whatever monies are not spent in the salary savings account might go back to the University. Previously, the carryovers were 5%; however, now they will be only 2.5%. The salary savings accounts can be used for travel and hiring graduate assistants.**
- g. D. Siegle requested that the faculty please respond to M. Yakimowski's U.S. News and World requests.**
- h. When the students submit an IRB form, the PI is required to sign along with the department head. If the IRB office sends three to five pages of revisions back to the student, it indicates that things are not being adequately prepared. It appears that the Educational Psychology Department is developing a reputation with the IRB office of weak student IRBs. The IRB Office has offered to come to the School of Education to do a workshop, if we wish. It is necessary that we address these issues and fix them. B. Simonsen**

and J. VanHeest are on the IRB Committee. Jaci will be the new chair of the committee in January. Jaci is willing to assist in getting the wording correct. As the institution changes, the requirement change as well. L. Sanetti will be taking her position at IRB while Brandi is on sabbatical. Regulations for the School of Education are tighter because we deal with children.

MOTION: made by B. McCoach

Monthly workshops be conducted to assist graduate students to prepare them for professional roles.

Motion was seconded by B. Simonsen.

Del suggested that we ask the students what their needs are. S. Brown agreed with Betsy's approach. Natalie agreed to the long term of Betsy's suggestion. L. Sanetti will be doing a workshop on CVs next week. Del has agreed to assist the group getting this off the ground.

- i. Next month, we will be recognizing O. Karan as he retires from the department.
- j. CILT will be offering three courses for spring 2014. (see attachments)
- k. Special Payroll (SPAR) has made some changes to their website. If you are hiring retirees, we will need a justification as to why the person is being hired. They are also requiring that we indicate the relationship with anyone here at UConn.
- l. NSoE Alumni Society Awards – (see attachments). Names need to be submitted by November 12th.
- m. The Graduate School held a contest – Three Minute Thesis Competition. The Department of Educational Psychology had a winner – Austin Johnson. You can see his submission on the graduate school website.
- n. EPSY 3010 will now be offered in the sophomore year.
- o. M. Doyle presented the award to Del.
- p. In order to apply for the doctoral dissertation fellowship award, you will need to have completed your general exam; must have an approved IRB; and have completed your dissertation proposal. Applications are due November 30th.
- q. D. Siegle will be away Tuesday after thru Friday. He will be attending a conference in Indianapolis.
- r. Other – Nothing

4. Action Items

- a. Special Education has multiple changes to the courses listed below.
 - EPSY 3120 and 3120W should be 4120 and 4120W.
 - EPSY 4100 should be changed to 3130.
 - EPSY 4115 will have the title changed.
 - EPSY 5108 change title and description to meet certification requirements.
 - EPSY 5115 change outdated title and course catalog.
 - One request was made by J. Gubbins – asked that M. Faggella-Luby syllabi (EPSY 3130) be removed from packet.
 - Motion: To accept the total packet with all the requested changes.
 - S. Brown seconded the motion. Unanimously accepted.
 - Del also informed faculty that he had removed all the professors names associated with any course in the graduate catalog.

5. Committee Issues

- a. i. **MEA Search – there will be two candidates coming to campus to interview for the position. Faculty was encouraged to come to their presentations. There have been some changes to the meal plans for the visiting candidate. Check with whom is in charge of the search concerning the restrictions on dollar amounts for meals, how many individuals can attend, etc.**
- ii. **The Special Ed job search has 41 applicants. They will Skype with 13 candidates next Monday, Wednesday and Friday. There will be three campus visits before Christmas.**
- iv. **The counseling search is on a fast track with needing to have someone here for January, 2014. There is a good pool of candidates. The pool is 2/3 diverse. Plans are being made now to interview three candidate in the very near future.**

- b. **Sunshine Committee is requesting \$40. from each faculty member.**
- c. **Other – The Dean’s Search is underway. L. Sanetti and J. Madaus are committee members. There are 15 candidates. On November 15th, there will be 8 airport interviews. The goal is before the end of the semester that there be a hire.**

6. Other

S. W. Brown was giving away two tickets to a current basketball game.

7. Adjourn

A motion to adjourn was made by B. Simonsen-Gaines. It was seconded by O. Karan. Meeting adjourned at 10:40 am.

Reminder: Chili Competition taking place today at noon.

Marketing and Communications Overview -- Neag School of Education

Purpose: To gain visibility and recognition for Neag and its donors, alumni, faculty, staff and students and ensure that Neag School's core messages are integrated in all messaging across development, alumni relations and communications. Serves on the Neag School of Education advancement team and is responsible for the planning and execution of public relations, media relations, communications and marketing strategies and activities designed to promote the nationally ranked Neag School of Education. Specific duties include oversight of the school's communication/marketing efforts and plans, brand management, media relations, website and electronic communications, collateral materials, social networking and project management.

Overall Communication Themes

- Position Neag School of Education as a top school of education.
- Build reputation of Neag of Education as an innovative leader in education research and policy, along with health research and best practices.
- Show that the Neag School prepares the next generation of educators, educational leaders and health practitioners whose mission is to improve the lives of children and adults across Connecticut and the US.

Communication Activities

Graphic "Brand" Identity: Manage the branding and visual identity of the school through logos, graphic design, proper use of **Neag** name and photography.

- Branding <http://www.brand.uconn.edu/>
- Neag logos <http://www.brand.uconn.edu/media/194>
- Faculty/staff pages

Media Coverage: Raise awareness through UConn and external media coverage.

- Your news – Accolades, F/S Meeting, Major Accomplishments for Provost, Spotlight, external coverage
- Media relations

Strategic campaigns:

- Faculty Hiring Campaign <http://www.education.uconn.edu/facultyhiring/>
- Recruitment marketing (TCPCG open house)

Electronic communication:

- Spotlight: <http://spotlight.education.uconn.edu/>
- Emails for targeted communication (Mailchimp)

Social media: Increase social media engagement through Facebook and Twitter accounts.

www.facebook.com/neagschool

www.twitter.com/neagschool

What departments can do:

- Share news and events
- Engage with social media outlets
- Follow branding standards (including using Neag)
- Keep F/S page updated

Shawn Kornegay: shawn.kornegay@uconn.edu 860-486-3675 or 469-417-9593

Fundraising Overview

NEAG SCHOOL OF EDUCATION

Purpose of the fundraising arm of the Advancement Team is to share the Neag School's top strategic fundraising priorities with alumni, friends, donors, corporations and foundations with the goal of seeking private philanthropic support.

Alumni receive two annual appeals: Fall – *Dean's Fund*, Spring – *Fund for UConn*. Typically a mailing is sent and then phonathon callers follow up.

- Gifts to departments are usually prompted by these general appeals
- *Neag Deans Fund* appeal is segmented into themes: PT, Student Scholarship and Department Funds

Major gifts

- A major gift (\$25,000 or more) is typically preceded by a series of annual gifts, and is likely the result of a face-to-face request or formal proposal. Annual giving and stewardship are critical to major gifts. MGs are a good indicator of future estate gifts.
- Development staff strive to engage the top ½% of our alumni population. Our selection criteria on the following:
 - Financial capacity
 - Interest or potential interest
 - Charitable nature – can they give thoughtfully and proportionally
 - Familiarity – do they have a personal connection?
- Inspiring major gifts is almost always a team effort that requires faculty partners

What departments can do:

- Celebrate giving: acknowledge new gifts and engage donors of existing endowments.
- Make students aware of how scholarships, programs etc. are funded by alumni support.
- Develop the graduate alumni through events and personal contacts. Updating the University's alumni database will help the Foundation make more accurate appeals.
- Identify top five existing or prospective donors (graduate or undergraduate alumni, businesses, foundations, emeriti, known philanthropists, etc.) and partner with a Development Officer to develop a strategy for engagement.

Heather McDonald
486-4530 or 860-336-7959

Alumni Relations Overview Neag School of Education

Purpose: The primary purpose of the director of alumni relations is to build mutually helpful relationships among alumni, students, donors and faculty and to increase loyalty, volunteerism and giving. This is accomplished by providing resources, programming and opportunities to engage with one another in meaningful ways both regionally and nationally.

Annual Events:

- **Homecoming HuskyTown (October)**
Meet and greet Neag alumni before the UConn football game. Neag information, goodies and hot coffee are provided to guests as well as activities by Neag's Husky Sport staff.
- **Neag Alumni Society Award Nominations (September through November)**
Promote, obtain and oversee every aspect of the nomination process.
- **Neag Alumni Society Annual Board Meeting (November)**
Neag board members, UCAA alumni members, faculty and students are invited to this event to hear from the Dean and faculty and welcome incoming and thank outgoing board members.
- **Neag Alumni Society Awards Event (March)**
The Neag School of Education with the Neag Alumni Society Board honors nine Outstanding Neag Alumni.
- **Neag Alumni Society Board Meetings (Meet on a bi-monthly basis on the first Thursday of the month: February, April, June, October & December)**
The director of alumni relations is the liaison between the board and the Neag School. The board consists of 15 members. The role of the board is to advance the core mission of the school, provide opportunities for Neag alumni and support current students through scholarships.

Additional activities provided for alumni:

- Faculty and alumni panel discussions
- Collaborate with university and college partners to provide opportunities for students and alumni to connect

What departments can do:

- Bring awareness to your current alumni activities whether on campus and/or in the community such as classroom visits, conferences, reunions, professional events, etc.
- Alumni updates: Provide information when alumni receive a job promotion or award.
- Share when you are going out into the field: There may be some alumni and/or advancement opportunities to capitalize on as well as an opportunity to recognize our alumni.

Robyn Wilgis
robyn.wilgis@uconn.edu or 860-486-6044

Appendix for Item 3d: **SHARE Grant Recipients**

Five of our current IB/M Honors juniors have received SHARE grants with faculty members for the spring semester – representing 25% of all the SHARE grants awarded for this year! Here is the list of the projects with the students and faculty members indicated (full list is here:

<http://ugradresearch.uconn.edu/2013/11/26/congratulations-2014-share-award-recipients/>):

Project Title: *Evaluation of Gifted Education Using State Accountability Systems*

Student Apprentice and Major: Daniel Arndt, Education

Faculty Mentor and Department: Jonathan Plucker, Educational Leadership

Project Title: *Implementing and Evaluating K-3 Literacy Support in CT Schools*

Student Apprentice and Major: Rachael Cerutti, Elementary Education

Faculty Mentor and Department: Michael Coyne, Educational Psychology

Project Title: *Gifted Students Achievement Patterns Beyond High School*

Student Apprentice and Major: Jennifer Moore, Secondary Education

Faculty Mentor and Department: Del Siegle, Educational Psychology

Project Title: *Discourse in Linguistically Diverse Mathematics Classrooms*

Student Apprentice and Major: Bailey Muchin, Special Education

Faculty Mentor and Department: Mary Truxaw, Curriculum and Instruction

Project Title: *Examining Questioning in Reading Classrooms*

Student Apprentice and Major: Melissa Scarbrough, Secondary Education/French

Faculty Project Title: Catherine Little, Educational Psychology

Appendix for Item 3k: Dean Candidate Visits

Dear Colleagues,

On behalf of the Search Committee, I am proud to announce that two outstanding Dean of Education candidates will be visiting campus in the coming days, and I write to invite you to attend the upcoming public forums, where each candidate will make a brief presentation of their vision for the Neag School of Education, and they will engage in conversation with those in attendance. Public participation is essential to the interview process, and I, on behalf of the Provost, request your attendance at these forums and your subsequent feedback.

Candidate CVs, feedback surveys, and links to the streamed public forums, if you are unable to attend, are available here: <http://www.deans-search.uconn.edu/private/>. Please note that users will need to log in with a NETID and password to access the candidate materials.

- [Steven R. Yussen](#), Candidate: Public Forum: Tuesday, December 10, 3:15 – 4:30 p.m. in the Dodd Konover Auditorium
- [David J. Chard](#), Candidate 2: Public Forum: Thursday, December 12, 3:00 – 4:15 p.m. in the Dodd Konover Auditorium.

Thank you for taking the time to participate in this important process, and we welcome your feedback and involvement in the process.

Sincerely,

Brid Grant
Dean of the School of Fine Arts
Chair of the Neag School of Education Dean Search Committee

Appendix for Item 3I: Online Course Q&A Today

- **Invitation to informal Q&As with eCampus on 12/6!**

Are you interested in developing an online course or program in the coming years?

Do you already have ideas to share and questions to ask?

Do you want to know more about the current and upcoming Neag online programs?

This Friday, we are having an informal Q&A session with two Associate Directors of the eCampus, the UConn's gateway of all online courses and programs. You are more than welcome to share your interest and ideas on online learning and teaching, as well as ask any questions. We will share some handouts about how to develop an online course or program at Neag and key resources to explore.

Please feel free to bring your lunch and join us in this informal conversation!

Date: December 6th (Friday)

Time: 11:30am to 12:30pm

Location: Gentry 144

Guest speakers: Judy Buffolino & Desmond McCaffrey, Associate Directors of UConn eCampus

Appendix for Item 3o: Multicultural Scholars Program Applications Due January 21

The Graduate School and the Provost's Office are pleased to announce that they will make awards available for outstanding graduate students to apply for the Multicultural Scholars Program (MSP).

The MSP was established between The Graduate School and the Provost's Office for the promotion of diversity within graduate education. This program functions to promote the recruitment of diverse populations of graduate students by matching the funding support provided by the schools, departments, or fields of study.

The MSP consists of an annual service-free fellowship, equivalent to a half-time graduate assistantship during the academic year and \$2,000 in summer support for up to five years. The host program or department provides a half-time assistantship during the tenure of the Multicultural Scholars Award.

Master and Doctoral students are eligible and students from diverse background and/or are underrepresented in their fields of study are strong candidates.

Nomination Procedures for the MSP:

- Graduate faculty can complete the on-line cover sheet at <http://www.grad.uconn.edu/doc/Fillable%20MSP%20Application.pdf> and forward the completed cover sheet to Charmane Thurmand at: charmane.thurmand@uconn.edu or U-1152.
- You must mark your candidate's application with the MSP group in Hobsons' ApplyYourself by the deadline date.
- There will be two rounds of review for the MSP awards. The deadline to submit your nomination for the first round is **January 21, 2014**. The deadline to submit your nomination for the second and final round of review is **February 28, 2014**.
- A faculty committee will review and select awardees.

For more information, contact: The Graduate School at 860-483-3617

Appendix for Item 3q

**Let's Celebrate the End of the Semester and
the Holiday Season**

**EPSY Faculty, Staff, and Grad Student Party
Thursday, December 12, 2013
5 to 7 p.m.**

**Del and Betsy's Home
45 Jacobs Hill Road (about 12 minutes from campus)
Mansfield CT 06250
860.456.2361
860.634.2361**

**Significant Others and Children Welcome
Please RSVP cheryl.lowe@uconn.edu by 12/10/13**

2013 Holiday Greetings

from Del, Betsy, Jessica (age 6), and Del (age 4)



45 Jacobs Hill Road
Mansfield, CT 06250



Appendix for Item 4a: **Change in EPSY 3010**

EPSY 3010

Motion

The course EPSY 3010 will be made available to pre-teaching students during their freshman and sophomore year, **prior** to their entrance into the Neag IB/M teacher education program. Further, all students enrolled in the IB/M teacher education program **MUST** complete EPSY 3010 by the end of their first year in the teacher education program.

Rationale

By making the EPSY 3010 (Educational Psychology) course open to students prior to entering the teacher education program, students will have increased flexibility in their course selection during their junior year. Further, students' performance in EPSY 3010 may provide additional information during the application review process.

Implications

The Educational Psychology department is prepared to provide annual enrollments for approximately 400 students (those applying for the IB/M program and "other majors") through scheduling the course in the Fall, Spring and Summer semesters) including at least one offering in an online format annually. The removal of the requirement that the students must be enrolled in the IB/M teacher education program will eliminate the need to provide a consent number to each Non-IB/M student seeking enrollment in the EPSY 3010 course (over 100 students per year).

Note the requirement that the course is limited only to students enrolled in the Neag IB/M teacher education program **will be removed**, making the course open to all students meeting the prerequisite (PSYC 1100 or equivalent) requirement. This change was approved by the Neag faculty on November 20, 2013.

Submitted by

Scott Brown, Mike Young, Del Siegle, Ann Traynor