

## **COEd Executive Leadership Committee**

### **Minutes**

September 3, 2020 | 9:30 a.m.

**Members Present:** Ashley Akenson, Daniel Allen, Julie Baker, Amy Brown, Nikki Christen, Chuck Craig, Christy Killman, Darek Potter, Barry Stein, Jeremy Wendt, and Lisa Zagumny

**Others Present:** Geri Anna Alcorn

### **New Business**

None

### **Other Such Matters**

#### Enrollment updates

- Fall 2020 undergraduate and graduate enrollment is up from Fall 2019.
- Daniel Allen is beginning to travel for in-person visits.
- TN Tech will host 3 on-campus preview days Fall 2020 – September 26, October 2, October 3.

#### Tenure & Promotion forms

- Forms have been updated.
- COEd is now using new tenure and promotion forms for annual evaluations and the annual report.

#### Instructor/Lecturer promotion timeline

- Now on same timeline as tenure track.

#### ProCard reviews

- ITS will be reviewing all technology purchases made between March 1 – August 1, 2020.

#### MOSC & CITL

- Working to connect Millard Oakley Stem Center and Center for Innovation in Teaching and Learning.
- Using Davis funds to re-equip STEM Center classrooms with cameras and other teaching-related technology.
- New VP of Research Jennifer Taylor recently toured STEM Center; Deans are scheduled to tour soon.

#### Provost's initiative to promote excellence

- Please share if COEd faculty or staff are recognized.
- This will also be helpful with completing annual reports.

Amber Green replacing Sara Prinzi

- Amber Green is now working with COEd, STEM, and COFA; Sara Prinzi is working with Athletics.

#### Recruitment & Diversity Committee, Assessment Committee

- Need to formalize committees (regular meeting dates, set number of members, involve students, etc.).
- Daniel Allen serves on university-wide recruitment committee and Commission on the Status of Blacks.
- TN Tech's first recruitment event specific to diversity is November 13.
- Zagumny, Baker, Akenson, Christen, and Allen will get together to create a plan for the committees.

#### Literacy Taskforce

- Dean Zagumny is reaching out to PCSS Director of Schools Corby King to create a Literacy Taskforce between COEd faculty and PCSS teachers and administrators.
- Goal is to work together to support each other, teach candidates, and P-12 students.

#### Cornerstone proposals

- Seeking high-level initiatives that align with our legislatures' interests.
- Submitted 13 "white papers" last year. Past examples: STEM 4 All, HIPSTERS, CAIL, Teachers Rock, etc.
- Proposals may be more appealing if we collaborate with out-of-state universities.
- Dean Zagumny has asked VP of Research Jennifer Taylor for additional guidance and will follow up.

#### Student poll

- Polling undergraduate and graduate students about their experiences the first two weeks of class.
- <https://tf.tntech.edu/machform/view.php?id=1018114>

#### Black swan scenario

- Provost Bruce wants departments to be prepared for a "black swan scenario" in which a large number of faculty and staff may not be able to perform their jobs in rare emergency situations.
- The COVID-19 Dashboard on the TN Tech website updates active cases on campus daily.  
<https://www.tntech.edu/covid19/status.php>

#### Spring schedule

- Start looking at Spring 2021 course schedules.
- Language in "Notes" section should be clearer and more consistent.

#### Intellectual Property Policy 732

- Approved September 2, 2020.
- Outlines what belongs to individual faculty vs. university.
- Policy is reviewed annually by VP of Research.

#### Announcements

UNIV 1020 – Psychology

- Dr. Stein requested an electronic vote take place to remove UNIV 1020 from the required curriculum for B.S. in Psychology. [ELC → UCC](#)
- He will provide a memo and additional documentation.
- \*9/8/2020 UPDATE: Members voted via email, and the motion passed. Documentation uploaded to SharePoint and submitted to UCC.

#### ELPHD updates

- Dr. Akenson is working with departments on updates.
- If enrollment continues to increase, may consider adding additional sections or co-teachers to some courses.