

## Dewar COE Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meeting associated with the COE.  
Statutory committees are required to maintain formal minutes.  
The completed form should be filed according to approved COE policies and procedures.

Committee/Group Name: CLT

Chairperson/Responsible Contact: LS/EH

Purpose of Meeting: see attached agenda

Date: 10/16/19 Time: 10:00 Location: Rm 2033

Departments/Groups/Agencies Represented: LS HF EH SD LP TH DK DD

Primary Outcomes: SD/DK discussion of Faculty Evaluation Model - in process - DK on the Faculty Evaluation Model Revision Task Force - JP. GA. process is being

changed - 2 types: RA residence & TA- teacher assistances - All will be "repurposed." and given new assignments. Will need job descriptions for research assistants. will need to provide criteria for requesting GAs. Begins next week. Dr. Archibald on university committee over this. Will only be in place one year, then G.A. moves to a different location.

LP- Reorganization of COE still in process.

SD. Faculty success council meeting this week. Recurring topic: Advising of students - Central Advising option.

LS- WTPC mtg. Monday - invited SD to attend. 3 dossiers to be evaluated.

LS- Applied for grant to attend GAETC - Will be able to hand out when in sessions to make them aware of our GAETC booth. SD will come up with handout.

LS- Complete Spring Advising/ Text book orders - Use newest versions -

SD/TH/EH- Use APA 6th. Ed. → Fall 2020 go with APA 7th. Summer 2020 - option to do 6th or 7th.

LS- continue to work on syllabi/course changes to update courses

EH- Discussed courses/updates requirement 10 hrs → instruction. incorporate tech tools

LS. Target Master's classes for revision at this time

SD. Materials for GAETC ready/ booth not paid for yet

LS - No meeting on Oct 23 unless needed.

11/15/2012

## meeting RE: agenda - Wednesday

E-Ling Hsiao

Tue 10/15/2019 12:54 PM

To: Herbert Ray Fiester <hrfiester@valdosta.edu>; Steven E Downey <sedowney@valdosta.edu>; Elizabeth Carver Dees <ecdees@valdosta.edu>; Lorraine Schmertzling <lschmert@valdosta.edu>; Taralynn S Hartsell <tshartsell@valdosta.edu>; Richard W Schmertzling <rwschmer@valdosta.edu>; Sakhavat Mammadov <smammadov@valdosta.edu>; Daesang Kim <daekim@valdosta.edu>  
Cc: E-Ling Hsiao <ehsiao@valdosta.edu>

### IT and C&I Meeting Agenda 10/16/2019 (Wednesday 10:00-12:00)

#### 1. Everyone report on syllabi and course update ideas

- 1) look over each of the syllabi to be sure what is listed for COURSE ACTIVITIES/ASSIGNMENTS/REQUIREMENTS
- 2) look through each of the courses to think about what tools and/or activities and/or assessments may need to be changed to bring our programs up-to-date in the field.

#### 2. Ga ETC handout – Lorraine

#### 3. What version of APA to use for spring classes

#### 3. Reminder – Advising, spring textbook adoptions

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**From:** E-Ling Hsiao

**Sent:** Thursday, October 10, 2019 3:25 PM

**To:** Herbert Ray Fiester <hrfiester@valdosta.edu>; Steven E Downey <sedowney@valdosta.edu>; Elizabeth Carver Dees <ecdees@valdosta.edu>; Lorraine Schmertzling <lschmert@valdosta.edu>; Taralynn S Hartsell <tshartsell@valdosta.edu>; Richard W Schmertzling <rwschmer@valdosta.edu>; Sakhavat Mammadov <smammadov@valdosta.edu>; Daesang Kim <daekim@valdosta.edu>

**Cc:** E-Ling Hsiao <ehsiao@valdosta.edu>

**Subject:** agenda - Wednesday

Hi! Folks,

Please send me the item you would like to discuss in our Wednesday meeting (10/16) by Tuesday noon. Thanks.

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