MINUTES: School of Professional Studies Meeting April 29, 2015, 3:30 p.m., TJM 326

PRESENT: Dr. Galardi, Dr. Asmussen, Dr. Coe, Ms. Edris, Dr. Gardner, Dr. Goebel-Lundholm, Mr. Griffin, Dr. Grotrian-Ryan, Mr. Hayes, Dr. Hutchison, Mr. Jackson, Mr. Knape, Dr. Nevitt, Ms. Parriott, Ms. Schottel, Dr. Tiner, Ms. Weitzenkamp

GUEST: Dr. Greg Seay, Dean of the School of Graduate Programs

I. Dr. Galardi asked for review of the minutes of the March 16, 2015 School of Professional Studies School meeting. A motion to approve the minutes was made by Dr. Nevitt with a second by Mr. Jackson. Motion was approved.

II. Dr. Greg Seay presented a course proposal for the School of Graduate Programs. The proposal along with course syllabus was for MGMT 554 – Sustainability in Economic Development and Entrepreneurship. After explanation and discussion, Mr. Jackson moved to approve the course proposal. Dr. Nevitt seconded the motion. Motion was approved unanimously.

III. Dr. Galardi asked that faculty members who are helping students register for summer school, please also help them register for the fall semester at the same time. If any faculty member has previously registered an advisee for summer school, please contact that student and help the advisee to register for fall semester 2015 also.

IV. The matrix for the Professional Development Funds selection procedure will be revised, and faculty members will be advised.

V. COLL 101 has been retitled “College Success”. All sections of College Success will be using the same textbook for the fall semester 2015.

VI. Dr. Galardi asked faculty members who are teaching during the summer term to have syllabi submitted two weeks before classes begin and to have Blackboard shells ready for his review by June 1st.

VII. Faculty members are to update telephone voice-mail messages and to use the out-of-office assistant for response to emails that arrive when they are not available for extended periods of time. Students should be directed to call the (402) 872-2232 number.

VIII. Dr. Galardi noted that Computer Services personnel would be working on wireless access this summer which when installed will increase speed for users when working on Internet.

IX. The College is trying new advertising approaches:
   a. Google ads
   b. mailers
   c. Omaha World Herald digital package
   d. Face Book ads
   e. monthly visitors to other colleges
   f. Dr. Asmussen suggested billboards on trucks, buses, other moving vehicles
X. Faculty Reports

a. Dr. Nevitt attended the last CARE meeting on April 29. He will be attending a Hearing Board meeting during finals week and possibly an additional Hearing Board meeting later.

b. Dr. Gardner reported that the Independent Review Board needs a new chair person.

c. Ms. Schottel advised that the Assessment Committee had completed work on the upward evaluation of the deans.

d. Dr. Tiner advised that players are healthy - forecasting a good football season.

e. Mr. Jackson reported that six students reported to Open Door Committee members. None of the issues required major intervention. Also students in Mr. Jackson’s Entrepreneurship class felt their best assignment had been their requirement to interview people who owned their own businesses.

f. Mr. Knape reported that he along with other Professional Studies committee members (Dr. Asmussen, Dr. Goebel Lundholm, Ms. Weitzenkamp) served on the Active Learning Taskforce. The new committee will address active learning and engagement, service learning, international exchange, competitions (high school), other community-engagement opportunities. The committee recommendations were forwarded to Dr. Rafes. Dr. Rafes will be forwarding recommendations to Dr. Hanson.

g. Mr. Knape also reported that Stephanie Fekkers will be entering a Master’s program at Syracuse University. Also, Marshall Joy and Paul Schlorholtz have passed the CPA examination.

h. Dr. Asmussen reported that the students in Sociology 300-Contemporary Social Problems were very engaged. Students wrote grants that produced trees ($3,000), signs ($3,700), and commercial trash containers for the Trace Trail and campsite; and an on-campus alcohol speaker ($2,700). Students learned how to write grants and to work within and understand bureaucratic requirements.

i. Dr. Goebel-Lundholm reported that the faculty/student volleyball team had been a success.

j. Mr. Hayes reported that Rebecca Dostal has been admitted to UNL Law School. Two students (Tyler Ford and Alex Roth) have received offers for jobs in corrections. Nathan Bohy and Evan Davies have received internships with TSCI. PSC students placed in the top three in competitions at the National LAE Conference. The attending students also had the opportunity to hear the keynote speaker, Dr. Bill Bass, from the University of Tennessee. Dr. Bass created the Body Farm which established length of time deceased and body conditions that established time deceased.

k. Ms. Schottel advised that she had completed three classes needed for her licensure for addiction counseling. The new minor in alcohol and drug counseling was also processed this semester and will go before academics and curriculum in the Fall 2015 semester.

l. Dr. Coe reported the addition of project assignments with specific subjects and structure requirements that created a positive result with his students and increased feedback, pragmatic learning, lowered stress level and boosted engagement.

m. Dr. Nevitt gave the last one-way analysis variance. He was pleased that all students responded and seemed to understand. Dr. Nevitt reported that Aaron Hendrickson will be attending graduate school.

n. Dr. Hutchison reported that the Literacy Project for Cargill (English Language Efficiencies) was successful, and the program has received SEE funds for the 2016 year.
o. Mr. Griffin reported that the students in Information Systems Management class are revamping a billing program. Mr. Griffin reported being pleased when a student helping with the Business Contest chose to use a spreadsheet to complete the assigned duty.

p. Ms. Parriott and Mr. Griffin received SEE funds for the development of a Tab Lab in the 2016 year.

q. Dr. Grotian-Ryan reported that 46 students had paid PBL dues this year. Forty-two students attended the PBL State Leadership Conference. Twenty-nine of those students qualified for competition at the national conference. Twenty-six students plan to attend the national conference in Chicago in June. Dr. Grotian-Ryan applied for and has received approval for SEE funds for PBL conferences and competitions during the 2016 school year.

XI. Dr. Galardi departed from the meeting, and Dr. Hutchison worked with faculty members in their votes for committee representatives for the 2016 school year. The following representatives will fill the committee vacancies for the School of Professional Studies during the 2016 school year.
   a. Academic and Curriculum Committee – Dr. Mary Goebel-Lundholm
   b. Assessment Committee – Ms. Ronicka Schottel
   c. Institutional Review Board – Dr. Darrin Coe
   d. Rank, Promotion, Tenure Committee – Dr. Sheri Grotian-Ryan
   e. Teacher Education Committee – Ms. Lisa Parriott

XII. Meeting was adjourned at 5:00 p.m.