EHA Leadership Team Minutes  
Wednesday, November 8, 2017, 9:00-11:00  
333 Willard, Stillwater/ 2403 MCB, Tulsa

<table>
<thead>
<tr>
<th>Present Leadership Team members and guests</th>
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<tbody>
<tr>
<td>Julie Koch, HCCP School Head</td>
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<td>Susan Stansberry, SEFLA School Head</td>
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<td>Ben Bindewald, SEFLA School Representative</td>
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<td>Toni Ivey, Interim STLES Associate School Head</td>
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<td>Shelbie Witte, STLES Faculty Rep</td>
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<td>Doug Smith, KAHR School Head</td>
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<td>Jason DeFreitas, KAHR Faculty Rep</td>
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<td>Ed Harris, FDRC Chair</td>
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<td>Bert Jacobson, Associate Dean for Research, Engagement and Administration</td>
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<td>Jenn Sanders, Interim Associate Dean for Academic Affairs</td>
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<td>John Romans, EHA Dean</td>
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Review and approve previous meeting minutes

- Dr. Harris motioned to approve the minutes with edits and Dr. Koch seconded. The minutes were approved.

Julie Koch, HCCP School Head report

- Faculty Search Update: three candidates for Counseling, and six Health (which will be one day each interviews).
- Rachel Bridges is the new administrative assistant in HCCP. Dr. Koch invited everyone to stop in and welcome her.
- HCCP ARPT document has been approved with a few corrections from the Dean.

Adrienne Sanogo, Interim STLES School Head report

- Several faculty attending conferences.
- Faculty Search Update: Literacy will skype with eight candidates from a pool of 20, and Foreign Language has 15 applicants.
- Six student teachers are completing in Costa Rica
- Working on school ARPT document and program coordinators will be meeting Friday to discuss it.

Ben Bindewald, SEFLA rep. for School Head report

- Faculty Search Update: moving forward on two faculty searches.
- Moving forward on Flight Center building.

Doug Smith, KAHR School Head report

- Faculty Search Update: three candidates scheduled to interview towards the end of November in Exercise Science.

Question was asked if faculty search presentations will be recorded. Dr. Jacobson asked to let him know if anyone wants them recorded.
• Sherri is doing a good job.
• Faculty are busy attending conferences.

**Ed Harris, FDRC Chair report**

• At the last FDRC meeting, the Faculty Governance document was edited. The document will be voted on by email and plans are to bring it to the next Leadership Team Meeting.
• FDRC is also working on the committees responsibilities document.

**Donna Lindenmeier, P&P Chair report**

• No report in Dr. Lindenmeier’s absence.

**Jennifer Cribbs, Student Affairs Chair report**

• Nothing to report on at this time.

**Valerie McGaha, Tulsa Representative report**

• Tulsa faculty are doing so much more than teaching and research. Dr. McGaha shares notes with faculty there. However, doesn’t receive any information from faculty. She asked everyone to encourage Tulsa faculty to give her information on what they are doing.
• Dr. Fry meets with faculty to see what she can do to help with or recruitment.
• Zoom license hasn’t been purchased for the Tulsa campus.

**Bert Jacobson, Associate Dean for Research, Engagement and Administration report**

• EHA Research Fellow – call for proposals deadline is November 20, applications due by January 26, and FDRC will select a Fellow by February 23 or at their meeting around that date.
• Associate Dean for Academic Affairs search – this will be an in-house search. Applications due maybe around January, early spring interviews, then the candidate would start pending their schedule. Dr. Jacobson has been asked to chair the search. Discussion was held on who should serve on the committee. Appointed by each school head, one representative from each school will serve on the committee, along with Leslie Evans, Rachel Potts, and Robin Fuxa.
• Once the committee has been formed, deadlines will be established for the Interim Associate Dean process will be determined.
• Senior Communication Specialist search update – this week the third candidate interviewed, Rachel Potts is soon to interview, and possibly a fifth candidate after that.
• Dr. Jacobson sent out an email from Kenneth Sewell about “My Research Rocks” video for undergraduate and graduate students. He encouraged submissions, and to send him names.
• In December, Dr. Jacobson will be presenting about EHA at a Vice President for Research Meeting. He has shared what he has put together so far with school heads, however, if there are other highlights he needs to add, please send them to him.

**Jennifer Sanders, Interim Associate Dean for Academic Affairs**
• Student fee proposed increase – Joe Weaver has sent a table of how much of an increase depending on cut. Dr. Sanders will be at a conference when EHA student council meets on November 14, so she will have someone to visit with them about that. Question was raised about if she was going to meet with the graduate student association group.

• Dr. Sanders attended a meeting that Chad Bleu held about undergraduate policy. We need to use Degree Works for all student degree plans, and the student needs to stay with their degree plan and not change in mid-semester. There is flexibility with undecided degree students. There is a committee that will be working on all the details, which hopefully Leslie will be on. Information will be shared when we have more.

• Online courses – Dr. Ormsbee has informed Dr. Sanders that instructional hours need to be put on proposed courses and deviations, and making sure that the contact hours are met in the attached agenda. Course deviations for hybrid courses don’t have enough information on instructional hours, so the attached agenda also needs to have more details.

• Leslie and Dr. Sanders met with the Registrar’s Office about our restructuring and renaming with regard to code designation. We need to supply a four letter code for each school. Dr. Sanders suggested to school heads to use: EFLA, HCCP, TLES, and KAHR.

• Diversity Initiative Committee met and has good ideas for speakers and long range goals.

**Announcements**

- Dr. Jacobson announced that the New Faculty Development Meeting is today, with discussion about ARPT.

<table>
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<th>2017-2018 Leadership Team meeting dates</th>
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<tr>
<td>Wednesday, August 30, 2017</td>
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<td>Wednesday, September 13, 2017</td>
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<td>Wednesday, September 27, 2017</td>
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<td>Wednesday, October 11, 2017</td>
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<td>Wednesday, October 25, 2017</td>
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<td>Wednesday, November 8, 2017</td>
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<td>Wednesday, November 29, 2017</td>
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College of Education  
Charter School Oversight

The Charter School Committee will consider nine essential elements of Professional Development Schools (NAPDS, 2007) to guide decisions about charter school sponsorship:

- A comprehensive mission that is broader in its outreach and scope than the mission of any partner and that furthers the education profession and its responsibility to advance equity within schools and, by potential extension, the broader community;
- A school-university culture committed to the preparation of future educators that embraces their active engagement in the school community;
- Ongoing and reciprocal professional development for all participants guided by need;
- A shared commitment to innovative and reflective practice by all participants;
- Engagement in and public sharing of the results of deliberate investigations of practice by respective participants;
- An articulation agreement developed by the respective participants delineating the roles and responsibilities of all involved;
- A structure that allows all participants a forum for ongoing governance, reflection and collaboration;
- Work by college/university faculty and P-12 faculty in formal roles across institutional settings; and
- Dedicated and shared resources and formal rewards and recognition structures.

Excerpt from the OSU Policy on Charter Schools adopted in 2008 and located at https://academicaffairs.okstate.edu/content/charter-schools

COE Oversight Committee

This committee will meet each semester to discuss any issues or ideas related to charter schools sponsored by the College. Additionally, in compliance with the OSU Board of Regents council, this group would entertain any potential future charter school partnerships in the future. This group is responsible for providing the oversight that is required as the sponsoring agency for the charter schools. Additionally, this group could provide the oversight of how to effectively use the funds generated by the sponsorship to provide support for the Liaison travel to the school site a couple of times each semester and for faculty research projects.

COE Oversight Committee Composition:

- COE Dean, Chair
- Associate Dean of Research, Engagement and Administration
- Associate Dean of Academic Affairs
- Faculty Liaisons for each charter school
- Accountant – ex-officio
Charter School Faculty Committees

These committees would work with the faculty liaison to support (1) faculty research and (2) evaluation activities. Ideally each committee would be composed of faculty from a variety of disciplines to provide support and consider research/field experience opportunities. The faculty liaison for each charter school would chair their respective committee. Ideally the committee make-up would have at least one faculty from each of the schools in the College of Education.

ASTEC Faculty Committee Composition:

- Chair, Faculty Liaison for ASTEC (appointed by COE Dean)
- STCL Faculty Rep
- SES Faculty Rep
- SHAEP Faculty Rep
- Faculty
- Faculty
- Associate Dean of Research, Engagement and Administration (ex Officio member)

As the COE agrees to sponsor any additional charter schools, faculty committees for those schools will be formed with this same structure.

For more information on Oklahoma Charter Schools see the Oklahoma State Department of Education’s website: http://sde.ok.gov/sde/oklahoma-charter-schools-program