

**SCHOOL OF EDUCATION  
DEPARTMENT CHAIRS COUNCIL**

**February 10, 2000**

Present: Peter Barile, Nancy Bihlmeyer, Rod Lane, Mike Martin, Kathy Mauro, Sharon Misasi, Irv Newman, John Onofrio and Guest, Bud Wassell of the MidState Medical Center.

Bud Wassell gave an overview of the services provided to state employees by the Solutions Program, a part of the MidState Behavioral Health System. The services are free of charge and provides short term counseling to employee and/or their family members (up to 3 sessions). If ongoing or specialized services are needed, the counselor will refer the client to several resources that have been screened and evaluated. No medical records are shared with SCSU.

Dean Lane reported that Lois Dreyer and he will attend the RIF (Reading is Fundamental) kick off at New Haven City Hall today. Dr. Dreyer was instrumental in bringing the RIF program back to the children of New Haven, grades 1 to 3. Her efforts at Lincoln Bassett School, a PDS School, was an important part of implementing RIF.

Dean Lane reminded the departments to use an employee voucher for travel and other expenses (form CO-17XP) for employee reimbursement and not the short voucher. A Personal Services Agreement (PSA) needs the voucher.

Chairs need to hand in capital expense requests from bond funds.

Copier replacements are on a rotating schedule.

Too many classes were scheduled for 10 to 11 a.m. and, in the future, more 8:00 a.m. classes should be included.

In order for a student to be considered to walk at graduation, the student must have already completed and passed student teaching. The form to walk is in the Records Office.

Chairs are asked to give Jim Granfield the names of the faculty members in the departments who are involved in the PDS Schools. Jim Granfield will be working closely with the PDS Schools and assisting Dean Lane. Also, be sure to encourage faculty to order books for the Library.

The status of receiving awards for Distinctive Programs was discussed. The chairs would like clarification on application and policy.

Dean Lane had to leave for the RIF presentation and turned over the meeting to Irv Newman. Discussion held on the School of Education quality council subcommittees. They are meeting and working toward NCATE. NCATE is presently in draft form. For the university program assessments, the assessor receives \$1,000 and visits for one day. The departments write up self-assessments.

The School of Education Faculty meeting is set for Friday, March 31, 2000, in the Student Center Faculty Dining Room, 2:00 to 4:00 p.m.

The next Department Chairs Council meeting is Thursday, March 9th, 9:30 a.m., Davis 106.

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Nancy Bihlmeyer