Ad Hoc Partnership Committee Meeting
5/2/13 Room 3164

In attendance: Marlynn Griffin, Kymberly Drawdy, Julie Maudlin, Deborah Thomas, Betty Nelson, Pat Parsons, Kitty Crawford, Terry Diamonduros, Alma Stevenson, Teri Melton. Marti Shriver also joined for the final half hour.

1. Approve Agenda
    a. The agenda was approved by consensus.
2. Approve Minutes
    a. The minutes were approved by consensus.
3. Discuss 5.a from 3/6/13 meeting: Structure for assessing our partnership goals. This is already on our timeline for 2013/14 so we will address this as planned.
4. Review data from 2012-13 departmental interest survey
    a. We reviewed the survey data, which reveals that many faculty members are interested in partnership work. Support structures that were reported as being needed to accomplish this work are funding, materials, and course releases. The committee agreed that this information should be shared with Dr. Koballa via a brief report (white paper) so that he will know what resources are needed to begin this work. It was suggested that we get this to him before the end of May so that he can report back to the Council in the fall.
    b. Pat and Deborah agreed to provide a narrative for the survey data and will distribute it to the Council for review before sending it to Dr. Koballa.
5. Discuss transition from Ad Hoc Partnership Committee to Partnership Council
    a. In the Fall, when Partnership Council convenes, we need P-12 participation and COE participation. There was a discussion about how the membership is formed. It was agreed that representatives from programs should be able to make decisions, so it's important that program coordinators be involved – otherwise, it will make the work more difficult.
    b. We looked at the language of how the membership is determined and agreed that it should be added that representatives of programs are identified by the department chairs. All programs are invited to have a member on the Partnership Council but are not required to have a member.
    c. Part of our future work will be developing the protocol for the Council to serve as a clearinghouse for partnership activities so that they can be organized and coordinated.
    d. We discussed a protocol for identifying P-12 partners. It was suggested that the group make recommendations for partners who have some authority to influence decisions, answer questions, and share information but we also have to be careful not to be too heavy-handed with administrators. We also discussed the fact that we need to make sure we have representation from the different school systems and that the superintendents have buy-in so that they can be actively involved. Some recommendations were made and Pat recorded these so that they can be passed on to Dr. Koballa. It was suggested that Deborah may go to the

meeting with Dr. Koballa when he meets with representatives from the district so that she can provide information about the Council and answer questions. Deborah agreed to have a conversation with him about the best way to issue the invitations and getting participation from the particular people we believe would best serve the committee.

e. We need to bring Tracy up to speed and get her involved as the committee transitions to a Council. We will also talk to our department folks at the first meeting (first week of classes) so that a meeting of the Council can be called. We need to confirm with Pat that membership has been confirmed.

6. The meeting was adjourned at 12:25 p.m.