

**To:** Faculty, Staff, and Students in the College of Education and Human Development

**From:** Tamara K. Wallace, Ph.D.  
Dean, College of Education and Human Development

**Date:** March 25, 2022

**Subject:** Annual Dean's report (March 27, 2021 – March 25, 2022)

Please accept my dean's report for 2021-2022 academic year. It is indeed an honor and privilege to serve as dean of this great college. Though we continued to be challenged by the COVID-19 global pandemic, we faced those challenges together and remained steadfast in our commitment to our mission and vision. Thank you for your dedication and faithful service to our students.

Please read and review the summary of my efforts as well as the accomplishments of the college during this past academic year. Despite all of the challenges, we have much to be proud of!

### **Advancement**

#### **Engagement**

- Held monthly meetings with the CEHD Homecoming Reunion Planning Committee throughout the summer and fall to plan the annual CEHD Legacy Breakfast.
- Engaged with benefactors and friends of the college at the Partners in Excellence Luncheon on September 30 and the Volunteer Luncheon on October 1.
- Hosted the annual CEHD Legacy Breakfast: Honoring the Golden Class of 1971 on October 2.
- Established the CEHD Distinguished Alumni Award and presented it to the inaugural recipient, Mr. James "Jim" Stutts, '78, at the CEHD Legacy Breakfast on October 1.
- Provided a workshop entitled *Volunteer Opportunities in the College of Education and Human Development* for alumni and friends of RU at the Volunteer Summit on February 5.
- Hosted alumna and other friends of the college at the Women of Radford luncheon.

## Fundraising

- Received an \$81,000 gift from PowerSchool to help reduce the barriers for teacher education candidates to enter the teaching profession. This gift will be used to support candidates with fees associated with becoming a teacher (i.e., licensure assessments, background check fees, licensure application fees, etc.). The College of Education and Human Development was one of eight universities selected to receive funding from Power School.
- In collaboration with Penny White and members of the advancement team, we raised **\$985,271** for the college from March 2021 – March 2022. Funds raised came from the following:
  - Planned Gift - \$600,000
  - Cash - \$250,404
  - Pledges - \$51,805
  - Recurring Gifts - \$3,920
  - Stock and Property - \$79,142

*\*Note: 62 new donors gave a total of \$85,290.*
- Available Scholarship Dollars for the college: \$307,119
- Raised \$4,785 for the CEHD Emergency Fund during the Build the Hive crowdfunding campaign from June 7 – June 11.
  - CEHD won the sweet start challenge and the most donors challenge, which resulted in an extra \$1,500 for the Emergency Fund.
- Raised \$2,985 for the RCPT Student Summer Internship Fund during the Hive is Live crowdfunding campaign from June 21 – June 29.
  - 32 donors supported the fund.
  - 100% faculty participation. *Thank you RCPT faculty!*

## Stewardship

- Created new cards to thank donors for their contributions to programs in the college and to the CEHD Emergency Fund.
- Wrote thank you letters to individual donors and friends who support the college.

## Accreditation

### Recreation, Parks and Tourism

The Department of Recreation, Parks and Tourism went through the reaccreditation process last spring. The virtual site visit occurred last spring. Site visitors were very complimentary of our program and the outstanding experiences we provide for our students.

- Participated in COPART accreditation virtual site visit.
- Met with site reviewers.
- Reviewed department's response to the site visitors' report.

*A special thanks to Drs. Susan Van Patten and Jim Newman for their leadership throughout the accreditation process! Stay tuned for an accreditation announcement soon!*

## **Sport Management**

The Sport Management program area initiated the accreditation process through the Commission on Sport Management Accreditation (COSMA). The program submitted the application for membership and the dean's office provided funding for the annual fee. Once the program area obtains candidacy status, they will have five years to complete the accreditation process. The length of COSMA accreditation is seven years.

## **Annual Reporting**

- Collected and organized educator preparation data (program admission, program completer, entry assessment data) used for annual reporting.
- Wrote and submitted the CAEP annual report on April 30.
- Wrote the annual spring Title II report (Institutional Report Card) and submitted it on April 30.
- Wrote and submitted the VDOE Annual Educator Preparation Profile (AEP3) on May 1.
- Submitted the data collection worksheet for annual Title II report on November 5.

## **Assessment**

- Reviewed and provided feedback on CAEP assessments for Advanced Program Areas: School Counseling; Literacy Education; and Educational Leadership
- Collaborated with the Associate Dean and Director of Assessment to make revisions on our CAEP assessment tools for Initial Licensure Programs (i.e., Observation rubric; Lesson Plan rubric; and the Professional Characteristics & Dispositions rubric)

## **Budget/Fiscal Management**

- Managed CEHD budget, including intersessions, research funds, and foundation accounts.
- Worked with chairs and directors on budget management.
- Prepared and submitted Adjunct and Overload Projections for the college to the Office of Academic Budgets.

## College Leadership

- Collaborated with our Director of Assessment and Associate Dean throughout the summer to plan the inaugural CEHD Data Retreat which was held on August 17, 2021. At this retreat, faculty had the time and space to review department and program level data to make informed decisions about how to enhance the student experience and improve the quality of their programs. *A special thanks to Matt Grimes for all of his work in pulling together this data and organizing it into a format that was easy to read and digest!*
- Collaborated with the CEHD leadership team throughout the fall semester to plan the Spring College Meeting that was held on January 13, 2022. During our time together, we discussed and learned strategies to support our students' academic success and mental health. *A special thanks to our CEHD colleagues who facilitated workshops: Katie Clouse, Keith Davis, Tricia Easterling, Nadine Hartig, Jennifer Powell, and Holly Robbins!*
- Provided feedback to Lisa Ghidotti, our Executive Director Government Relations, on proposed legislation that would have a direct impact on our teacher education programs. Specifically, I provided feedback on the recently passed literacy legislation and on proposed legislation to establish a teacher training corp. *A very special thanks to Katie and Jennifer for sharing their expertise and feedback on the literacy legislation and to Debbie and Amanda for providing their input on the teacher training corps. bill!*
- Reviewed suspension appeals for students who did not achieve the GPA required to be in good academic standing at the end of the spring 2021.
  - Reviewed three student suspension appeals.
  - Recommended to defer suspension for one of the applicants until the end of the summer term and to suspend the other two applicants.
- Facilitated weekly College Leadership Team meetings to provide updates from the Academic Affairs Leadership Team and to make important decisions impacting the College (e.g., budget initiatives, strategic planning, etc.)
- Met weekly with individual department chairs and directors.
- Met with faculty, staff, and students to address concerns and/or resolve issues.
- Attended department faculty meetings to (1) provide university updates and (2) discuss departmental concerns/issues.
- Advocated for faculty and staff positions to support the work of the college and departments.
  - The following positions were approved with new faculty joining us during the 2021-2022 academic year:
    - STEL: Four tenure-track positions; three to support the Ed.D. program and one to support the Special Education program area
    - HHP: Special purpose position in Nutrition and Dietetics
    - OFEX: Coordinator of Field Experiences
  - We were approved to search for the following positions for the upcoming 2022 – 2023 AY:
    - COED: Special Purpose position

- HHP: Tenure track position in Allied Health Science
- STEL: Special Purpose position in Special Education program area; One-year temporary position in Literacy Education
- TRC: Associate Director

Note: *Please understand that the aforementioned positions are NOT new positions but rather existing positions that were vacated as a result of retirements or resignations.*

- Supported faculty searches (e.g., dean’s interviews and salary negotiations).
- Advocated to Provost Rogers to initiate a salary equity study to (1) identify faculty impacted by salary compression or inversion and (2) develop a plan to provide compensation adjustments to those impacted faculty members. While there may not be funding to address these inequities now, I think it is important that we have a plan in place so that when funds do become available, we are able to respond promptly.

### **College Leadership through COVID-19**

- Managed Faculty Compliance with COVID-19 Disclosure
  - Outreach to faculty to submit compliance documentation to HR.
- Met with central office administrators from Radford City Schools to discuss changes in COVID-19 protocols
  - Collaborated with Dean of Students Office to ensure that teacher education candidates placed in public schools were complying with university COVID requirements (i.e., vaccinated and/or participation in weekly testing).
- Conducted STEL faculty search processes virtually. Candidate interviews and presentations were conducted virtually. Candidates who were being offered a position were invited to come to campus so that they could see and experience our spaces as well as meet with the director and me. We also provided candidates an opportunity to meet with representatives from the Department of Human Resources, Sponsored Programs, CITL, and the Center for Diversity, Equity, and Inclusion.
- Amended CEHD Commencement Celebratory Events
  - CEHD award winners were recognized on CEHD social media platforms.
  - Celebrated classes of 2020 and 2021 in multiple, socially-distanced outdoor ceremonies.

### **Community Outreach/Professional Service**

- Continued to serve as a Board Member on the Region 5 Comprehensive Center Advisory Board. The purpose of the Board is to advise the Center concerning its activities and strategies for (1) monitoring and addressing the educational needs of the region on an ongoing basis; (2) maintaining a high standard of quality; and (3) carrying out its duties in a manner that promotes improved student academic achievement. Region 5 includes West Virginia, Tennessee, Kentucky, and Virginia and

is a research backbone funded by U.S. Department of Education to support education in their states.

- Serve as Program Review panelist for the Virginia Department of Education. This panel reviews requests to the Virginia Board of Education for alternative routes to licensure. Highlights from my work as a panelist include:
  - Reviewing application materials and all supporting documentation.
  - Making recommendations to the Virginia Board of Education (VBOE) regarding the proposed alternative route to licensure.
- Participated as an invited panelist on Professional Development and Teacher Evaluation at the spring 2021 Virginia Board of Education virtual retreat.
- Served as a state member on the spring 2022 CAEP Site Visit Review Team and conducted a virtual site visit for Liberty University. My responsibilities as a team member included:
  - Reading self-study report and self-study addendum
  - Participating in meetings with review team
  - Preparing interview questions
  - Interviewing administrators, faculty and staff, students, and alumni
  - Writing reports
  - Making recommendations for areas needing improvement and/or stipulations

## **Curriculum**

- The Department of Recreation, Parks and Tourism created a new minor in Esports Services minor. The minor has been approved and will be available to students in fall 2022.
- Regular review of curriculum proposals for approval/disapproval.
- Finalized Progress Sheets and Plans of Study for all CEHD programs. Ensured that these documents aligned with the new REAL general education curriculum as well as outlined all of the requirements for the degree. *A special thanks to Donna DeHaven, Ellen Bielema, and Debbie in helping create tools that are easy for all of us to understand!*
- Reviewed required curriculum of all of our teacher education programs for the Transfer VA initiative. *A very special thanks to Debbie for all of her work in ensuring that our curriculum work was completed and submitted to VCCS by the deadline!*

## **Evaluation of faculty and staff**

- Reviewed 55 faculty performance evaluations. (Note: CEHD has the second largest faculty on campus.)
- Reviewed evaluation materials of faculty, including special purpose faculty, and wrote 16 reappointment letters.

- Reviewed evaluations, dossiers, and promotion materials for faculty going up for tenure and/or promotion.
- Wrote four letters of support for faculty going up for tenure and/or promotion.
- Reviewed evaluation materials of the school director and department chairs and evaluated each of them. I also met with them individually to discuss my evaluation of their performance.
- Evaluated seven A/P and Classified staff members. I also met with them individually to discuss my evaluation of their performance.
- Reviewed supervisor evaluations of seven classified employees.

## **Facilities**

- Secured ETF funds to purchase high-quality synchronous Zoom technology (i.e., cameras, microphones, screens, etc.) for two additional classrooms (C, 116 and C, 117) and to upgrade the technology in C,173 and C,174. The equipment upgrades in these classrooms will occur in summer 2022.
- Continued to advocate for funds to make upgrades to the Peters Hall Gym (i.e., replace floor, paint, etc.) and RCPT suite.
  - Upgrades to the Recreational Therapy lab (in Cook Hall 222) were made over the winter break. The flooring was replaced and the space was painted. We are also working to replace the technology in the space as well.
  - Upgrades to the Peters Hall Gym are currently being discussed. We are hopeful that this work will begin soon.
- Finalized the furniture purchases for the Teaching Resources Center (i.e., computer stations).
- Purchased new furniture for the study area on the lower level of Peters Hall (near the vending machines).

## **Partnerships**

- Faculty in the Allied Health Science and Physical Therapy programs collaborated to create an Early Assurance Program for high achieving incoming students. Students selected for this program are guaranteed admission to the Doctor of Physical Therapy program upon successful completion of our undergraduate Allied Health Science program.
- Met with Radford City Schools administrators to explore possibilities for continued partnership and collaboration. The school district is experiencing first-hand the teacher shortage crisis. We discussed ideas of how our teacher education students may be

engaged in their schools early on in their program (i.e., during the freshman and sophomore years).

- Met with Roanoke County Schools central office administrators to discuss partnering to train more racially and ethnically diverse teachers. The school district has identified this as a need in their school division. We discussed ideas for Grow Your Own programs (i.e., Teachers for Tomorrow programming as a long-term plan; Pathways to Licensure for teacher assistants and substitute teachers as a short-term plan). *A special thanks to Drs. Debora Bays Wilbon, Brad Bizzell, and Amanda Bozack for participating in the meeting!*
- Supported the Radford Reads with Radford University community partnership between McConnell Library, STEL, TRC, Radford Public Library and Radford City Public Schools.

### **Professional Development**

- Attended the Virginia Department of Education (VDOE) Licensure training on December 7, 2021.
- Attended the virtual spring 2022 CAEPCon meeting. Attended the following sessions:
  - Let's Talk Data Session
  - Standard 5: Quality Assurance System
- Read Tia McNair's from *Equity Talk to Equity Walk*
- Participated in professional development workshops facilitated by Cross Roads Antiracism:
  - *Introduction to Systemic Racism* workshop (June 30, 2022)
  - *Engaging Differences* (January 14, 2022)

### **Program Approval**

- Advocated for approval of our new Reading Specialist certificate program as a pathway to the Reading Specialist endorsement. Collaborated with Drs. Jennifer Jones Powell and Debbie Bays Wilbon to prepare the supporting documents the VDOE requires for approval.

### **Program Recognition**

- Mathematics in Education program ranked among the best Online Master's in Math Education programs by Intelligent.com. This is the fifth consecutive year that the program has received this ranking!
- Educator preparation programs in the College of Education and Human Development recognized among the Top Education Colleges for 2021 – 2022 by Colleges of Distinction.



## Public Relations/Promotion of CEHD

- Hosted monthly breakfast meetings for area superintendents. We use our time with them to provide updates on our programs and identify opportunities for collaboration and partnership.
- Promoted CEHD events and recognized student, faculty, and alumni accomplishments on CEHD social media platforms (i.e., Facebook, Twitter, and Instagram). Here are a few examples of our efforts:
  - Promoted recruitment events such as Open House and Highlander Days
  - Introduced new faculty members (*Drs. Bonney, Cappello, Ellis, and Yurkofsky*)
  - Honored retiring faculty and staff members (*Drs. Beasley, Bianchi, Gustafson, Langrehr, Wagstaff, and Mrs. Sandi Joseph*)
  - Recognized CEHD Student Award winners
  - Promoted crowdfunding campaigns such as *Build the Hive* and *The Hive is Live*  
*A very special thanks to Meghan Viet for taking on the Social Media Ambassador role for our college!*
- Collaborated with Sean and Meghan to profile the accomplishments of our faculty, students, alumni, and programs on the CEHD webpage. Here are a few highlights of those profiles:
  - CEHD Teacher Education Programs (Recognized among Top Education Colleges from Colleges of Distinction)
  - Nutrition and Dietetics program
  - Theresa Burris (Fulbright Award)
  - Josh Carroll (2021 Outstanding Research Award)
  - Kristan Morrison (2021 Dalton Eminent Scholar Award)
  - Jim Stutts (Inaugural Recipient of the CEHD Distinguished Alumni Award)

## Recruitment and Retention

- In collaboration with Dr. Ann Roberts, I co-facilitate a weekly Teacher Educator Support Group for young women of color. In working with this group, I have learned a great deal about the types of challenges our students are experiencing in their personal lives that have a significant impact on their academic performance. If we are going to retain our students, we have to understand what is happening in their lives in order to help them overcome the obstacles that stand in the way of their success. *A special thanks to Dr. Roberts for inviting me to be a part of this important work!*
- Prepared a special recognition for spring 2021 Dean's list recipients as we were unable to host our annual Dean's List celebratory event because of the indoor gathering restrictions.
  - Sent congratulatory emails to spring 2021 Dean's list recipients and invite them to meet with me in person to pick up their certificate.
  - Arranged individual meetings to meet and congratulate students who were in town and felt comfortable meeting with me in person. Those students who were unable to meet with me received their Dean's List certificate in the mail. *A very special thanks to Lin Martin for helping me mail the remaining certificates!*

- Met with Bridge students and shared information about CEHD programs.
- Attended Bridge Ceremony and welcomed new students transferring into CEHD programs.
- Participated in signature university recruitment events such as Fall Open House, Highlander Days, and Quest.
  - Organized a Coffee with the Deans event at each of the summer 2021 Quest Sessions to meet the parents and families of incoming CEHD students.
- Attended the Highlander Distinction Scholarship Program dinner on February 19. I met prospective students who were offered merit scholarships to Radford University and their families. I answered questions about our programs and shared information about the outstanding opportunities available to our students.
- Met with Dr. Melissa Grim and Athletic Training program faculty to discuss recruitment strategies for their new graduate program. Strategies include: creating pipelines into graduate program; virtual open houses; and waiver of application fees. Recruitment efforts have been successful as the program has recruited a strong inaugural class of students who will start the program in summer 2022.
- Collaborated with Ellen Bielema, Debbie Bays Wilbon, and Amanda Bozack to create alternate paths to degree completion for students in the IDS major who will no longer pursue teacher licensure.

### **Representing the College and/or Radford University**

- Represent Radford University on the statewide Lab School Workgroup.
- Represent CEHD at statewide meetings for deans of Colleges/Schools of Education.

### **Scholarship and Professional Contributions**

- Published “*Engaging African American Parents: Insights from a Cultural Arts After School Program*” in the *Journal for Multicultural Education* on August 11, 2021. Co-authored this article with Drs. Brenda Brand and Mary Alice Barksdale and Yolanda Avent. <https://doi.org/10.1108/JME-08-2020-0083>

### **Support Letters**

- Wrote three letters of support for faculty seeking professional development leave.
- Wrote support letters for emeritus status for recently retired faculty members Dr. Mark Wagstaff and Dr. Ed Udd.
- Wrote support letters for faculty nominated for University Foundation Awards (i.e., Distinguished Service Award and Distinguished Faculty Advising Award)

## University Committee Membership

- Chair of the Professional Education Committee
- Member of the Academic Policies and Procedures Committee
- Member of the Academic Program Review Committee
- Member of the President's Leadership Council

## Service on Committees, Working Groups, and Taskforces

I was appointed to serve on the following:

- Presidential Search Committee
- SACSCOC Reaffirmation Academic Advisory Subcommittee
- Ad-Hoc Committee Handbook Revision (Fiscal Exigency policy)

I applaud the CEHD faculty for your ability to remain steadfast to our mission and vision during these challenging times. I am inspired by your creativity and resilience as you stay the course and prioritize our students in each and everything you do.

I am humbled and honored to serve the college in the role of Dean and am truly grateful for your counsel, support, and good will.

With sincere gratitude,



Tamara Wallace, Ph.D.  
Dean, College of Education and Human Development