



**Radford**  
UNIVERSITY

College of Education and  
Human Development

**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 22, 2024

**Subject:** Annual Dean's report (March 1, 2023 – March 1, 2024)

Please accept my dean's report for the 2023-2024 academic year. It is indeed an honor and privilege to serve as dean of this great college. We have remained steadfast in our commitment to our mission and vision despite the many challenges we are facing. Thank you for your dedication and faithful service to our students.

We have accomplished much over this past year. We have created innovative programs that will not only grow enrollment but also support economic development within our region; secured grant funds to support our programs and our students; used data to improve our programs and student outcomes; and garnered national recognition for the quality and strength of our programs. We accomplished all of these things while educating our students and ensuring that they graduated and were well-prepared for their chosen career paths.

This report details our collective effort and accomplishments toward achieving the following goals:

- Goal 1: Enhance the outstanding academic programs and opportunities for students in the college and elevate Radford's brand.
- Goal 2: Establish programs and initiatives that enhance student success, retention, and completion of CEHD programs.
- Goal 3: Support college, department, and university efforts to enhance the recruitment of new students and transfer students.
- Goal 4: Cultivate partnerships with external stakeholders that will support enrollment growth, program expansion, and economic development in the southwest region and beyond.
- Goal 5: Collaborate with CEHD alumni and friends in efforts to promote the work of the college and enhance philanthropic giving.
- Goal 6: Support efforts to achieve university goals in the Capital Campaign.

**Goal 1: Enhance the outstanding academic programs and opportunities for students in the college and elevate Radford's brand.**

1.1 Accreditation

- a. The Athletic Training program is currently in the process of seeking reaccreditation from the Commission on Accreditation of Athletic Training Education (CAATE). The program submitted a self-study report in fall and had an on-site visit in January. We are looking forward to receiving affirmation of the program's accreditation after the council meets this summer. *Thanks to the AT faculty for all of their work to achieve CAATE accreditation!*
- b. Collected and organized educator preparation data (program admission, program completer, entry assessment data) used for annual reporting.
- c. Wrote and submitted the CAEP annual report on April 30.
- d. Wrote the annual spring Title II report (Institutional Report Card) and submitted it on May 19.
- e. Wrote and submitted the VDOE Annual Educator Preparation Profile (AEP3) on May 1.
- f. Submitted the data collection worksheet for annual Title II report on November 5.

1.2 CEHD Grant Submissions

- a. Since FY2024, CEHD faculty submitted 12 grant proposals totaling \$2,904,604 (through 3/18/2024). Of the 12 proposals submitted, 11 were funded totaling \$2,124,710 (through 3/18/2024).

1.3 Creation of new certificate programs for working professionals

- a. The Educational Leadership program faculty created a Post-Professional Certificate in Educational Leadership for individuals completing requirements for the Administration and Supervision endorsement through an alternative licensure route. The proposal was finally approved by SCHEV in October, 2023. *A special thanks to Brian Kitts for seeing this proposal through to completion!*

1.4. New Programs and Program Changes

- a. Radford University was granted approval from the Virginia Department of Education to offer the following new endorsement programs at the undergraduate level:
  - o Special Education: General Curriculum K-12
  - o Early childhood for three-and four-year-olds (Add-on endorsement)
  - o Special Education: General Curriculum Elementary Education K-6 (Add-on endorsement)
- b. The School Counseling program is increasing the number of credit hours from 48 to 60. We are anticipating SCHEV approval for this program change by the end of spring term.

1.4 Program recognition

- a. Online Master's in Education Programs recognized among the best by *US News and World Report* for 2024. Radford ranked in a tie for No. 201 in the Best Online Master of Education programs, which is up from 227 in 2023.
- b. Educator preparation programs in the College of Education and Human Development recognized among the Top Education Colleges for 2023 – 2024 by *Colleges of Distinction* for the third consecutive year.

### 1.5 Faculty recognition

- a. Dr. Katie Clouse, professor of Literacy Education, received the 2023 university Distinguished Service Award. The Distinguished Service Award recognizes full-time teaching and research faculty whose service has significantly enhanced the operations, academic climate, and sense of community at the university.
- b. Dr. Max Yurkofsky, assistant professor in the EdD program, received the 2023 Dalton Rising Star Award. The Rising Star award is given to one faculty member each year who shows extraordinary promise for excellence with creative scholarship or research.
- c. Dr. Tiesha Martin, assistant professor of Sport Management, was selected to be Radford University's nominee for SCHEV's Outstanding Faculty – Rising Star Award.
- d. Dr. Anna Devito, professor in the Department of Health and Human Performance, received the Scholar Award at the SHAPEWV conference. The Society of Health and Physical Educators of West Virginia Scholar Award recognizes "scholarly work, professional services, and inspiration to the Association."
- e. Dr. Pam Frasier, professor in the Department of Health and Human Performance, presented the structure and operation of Radford University's Critical Incident Stress Management (CISM) Team at the International Critical Incident Stress Foundation's World Congress. *Radford University was the only institution of higher education selected to present at the five-day conference, with 17 countries represented. The ICISF serves as the consultant to the United Nations when natural or man-made disasters occur.*

### 1.6 Professional Development

- a. Hosted a summer professional development workshop in August for K-12 professionals who mentor our teacher candidates. STEL faculty members and our director of assessment provided workshops on assessment tools, high leverage practices, and mentoring programs for beginning teachers. *A special thanks to Debbie Bays Wilbon for organizing this event and STEL faculty members Melissa Lisanti, Carol Bland, and Kristy McCowan for planning such a meaningful professional development opportunity for our K-12 colleagues. Thanks to Brian Kitts for delivering a motivational keynote! A special thanks to Dr. Kelly Robinson for all of her efforts to ensure we had a great event.*

### 1.7 Social media and promotion of CEHD

- a. Promoted CEHD events and recognized student, faculty, and alumni accomplishments on CEHD social media platforms (i.e., Facebook, X, and Instagram). Here are a few examples of our efforts:
  - Promoted recruitment events such as Open House and Highlander Days
  - Highlighted Welcome Social
  - Celebrated faculty earning promotion and tenure
  - Celebrated CEHD Outstanding Award winners
  - Celebrated alumni achievements and accomplishments
  - Promoted crowdfunding campaigns such as *The Highlander10 Challenge*  
*A very special thanks to Meghan Viet for her outstanding work as our Social Media Ambassador!*
- b. Profiled the accomplishments of our faculty, students, alumni, and programs on the CEHD webpage. Here are a few highlights of those profiles:
  - a. CEHD Teacher Education Programs (Recognized among Top Education Colleges from Colleges of Distinction)
  - b. Katie Clouse (2023 Distinguished Faculty Service Award)

- c. Nancy Morris Love '75 (2023 CEHD Distinguished Alumni Award)
- d. US News and World Report college ranking

*Thank you, Princess Clark-Gaspard, for maintaining the college webpage and for posting CEHD accomplishments!*

#### 1.8 Dr. Gloria Ladson-Billings visit to campus

- a. On October 11, world-renowned scholar Dr. Gloria Ladson-Billings visited the Radford University campus. Dr. Ladson-Billings led a discussion with faculty members exploring the most effective methods for culturally responsive teaching. She also engaged in a question-and-answer conversation with selected undergraduate students during lunch. Dr. Ladson-Billings' visit culminated with a thought-provoking lecture to our campus community about the impact of culturally relevant pedagogy in the era of multiple pandemics. *A special thanks to Drs. Antonio Ellis and Darryl Corey for their leadership in the planning of this visit and the STEL DEI Committee for all of their efforts to make Dr. Ladson-Billings' visit to Radford University a success!*

#### 1.9 External programming and events that garner attention to Radford University

- a. Scripps National Spelling Bee

This year, Radford University signed on as a regional partner with Scripps National Spelling Bee. As a regional partner, we commit to hosting a regional bee and sponsoring the regional bee winner to the national competition. We held our regional spelling bee for western Virginia on Saturday, March 16. *A very special thanks to our very own Dr. Debbie Bays Wilbon for her leadership and making this spelling bee such a great event for the students and families! Thanks to Lisa Aker and Brian Kitts for serving with me as judges! Many thanks to Dean Matt Smith for doing an AMAZING job as our pronouncer! Bravo!*

- b. National History Day

For the past several years, Radford University has hosted Virginia History Day (VHD) on campus. VHD is a competition where students conduct research on a theme and create a culminating product in the form of a poster, website, video, paper, or play. We have judges comprised of faculty, former teachers, students, and community people who provide rich empowering feedback to our students. The first and second place winners then proceed to the state competition and then the winners there move to the national competition. On March 15, we hosted over 200 middle and high school students for Virginia History Day. *Thank you, Dr. Ann Roberts for your many years of dedicated service on this important community outreach. Thanks to Dr. Darren Minarik for continuing this work and all of the faculty and staff members who worked to make this year's Virginia History Day a great success! Kudos!*

- c. Radford Reads

For the past six years, the Teaching Resources Center has partnered with McConnell Library, Radford City Library, and STEL faculty to bring children's literature authors to the Radford campus and community. This year, we brought Carylee Carrington to our campus. She provided a guest lecture to our Elementary Education students and visited 2<sup>nd</sup> graders at McHarg Elementary School. *A very special thanks to TRC Director, Meghan Viet, for leading and facilitating these wonderful learning opportunities for not only our students but the children and youth in the city of Radford!*

## **Goal 2: Establish programs and initiatives that enhance student success, retention, and completion of CEHD programs.**

### 2.1 CEHD Data Meetings

- a. Provided departments student data for AY 2022 – 2023 so they could discuss student retention trends and student academic performance. Departments also revisited their recruitment and retention goals; celebrated their successes; identified opportunities for growth; and documented progress toward their goals.

### 2.2 The Schoolhouse Living Learning Community (LLC)

- a. Engaged 28 students in The Schoolhouse during the '23 – '24 AY. Students participating in the Schoolhouse are enrolled in common first year courses such as UNIV 100 and MATH 121 and are engaged in community building activities that foster connection with each other and the faculty. *Fall end of term data for students in the Schoolhouse LLC is very strong with the average cumulative GPA being 3.30. A special thanks to Brian Kitts, Melissa Lisanti, and Carol Bland for their strong support and active engagement with the Schoolhouse.*

### 2.3 Women Educators of Color

- a. I facilitate a weekly Teacher Educator Support Group for young women of color. We are in our third year with these young ladies and have built a community of caring and support. These young women are brave and resilient and working hard to achieve their goals of becoming educators. It is an honor and privilege to be a part of this group. *I am proud to share that the fall term GPA for this group of young women was very strong with the average cumulative GPA being a 3.43.*

### 2.4 Outreach to new students: Connection programs

- a. On August 24, the college hosted a welcome social for new students. CEHD faculty and returning students greeted and socialized with new freshman and transfer students over ice cream bars and popsicles! New students also received a Highlander Strong Start kit! *A very special thanks to Carol Bland for her excellent planning and organization of this event! Thanks to Meghan Viet for helping us set up the space and for photographing the event!*
- b. Fall Pancake Dinner  
On December 4, CEHD hosted a pancake dinner for first- and second-year students in Moffett Hall. *Thanks to Dr. Brian Kitts and Dr. Debora Bays Wilbon for their help and support in making this a successful event. A very special thanks to Radford alumni Palma Clark '73, Tina Weiner '72, and Kathy Groves '71 for preparing the pancakes to fuel our students for exam week!*

### 2.5 Academic Support and Engagement Specialist

- a. The Academic Support and Engagement Specialist provides essential academic administrative and support services for students in the College of Education and Human Development (CEHD). As a member of the CEHD leadership team, the Academic Support and Engagement Specialist assists the dean, associate dean, and academic chairs with initiatives designed to support and retain students in CEHD academic programs.
- b. At the end of the fall 2023 term, there were only 9 CEHD upperclassmen who were placed on academic probation. *I appreciate CEHD faculty's collaboration with Ellen to provide mentorship and support to our students. Your sustained efforts are truly making a difference as evidenced in our retention data. Bravo!*

## 2.6 The Radford Teacher Education Community

- a. The Radford Teacher Education Community (RETC) was first established in fall 2022. The Office of Field Experience (OFEX) in the College of Education and Human Development coordinates the RETC efforts. The purpose of the RETC is designed to build a strong foundation of support among students within CEHD, CVPA, Artis, and CHBS majors that lead to teacher licensure and to promote retention in educator preparation programs. Freshman, sophomores and juniors are invited to become members through a Pre-Teacher Education Program Admission process.
- b. Currently, the RETC has 45 members. *A very special thanks to Debbie Bays Wilbon and Kelly Robinson for all of their efforts in building a supportive community for our teacher education students!*

## 2.7 New Admission Gateways into the Teacher Education Program

- a. Revised admission gateways into the Teacher Education Program to provide teacher candidates a little more time to meet testing requirements for program entry. The gateways were drafted and finalized during the summer and reviewed and approved by the Professional Education Committee last fall for implementation in spring 2024. We anticipate these new admission gateways will help us retain more of our students. *A special thanks to Dr. Debora Bays Wilbon and Dr. Kelly Robinson for their work on this new pathway into our teacher education programs!*

## **Goal 3: Support college, department, and university efforts to enhance the recruitment of new students and transfer students.**

### 3.1 Engagement with school counselors and community college advisors

- a. Provided an overview of CEHD departments and programs to school counselors and community college advisors at a luncheon on November 9, 2023.

### 3.2 Hosted students on campus

- a. On January 31, we welcomed a group of students from William Fleming High School. The students participated in a campus tour, mock class, and attended a basketball game. I had the opportunity to meet and greet the students and their teachers while they were having an early dinner in Dalton. *A special thanks to Melissa Lisanti and Liz Altieri for facilitating the mock class! A very special thanks to Melissa Lisanti for helping Kenai Hunt '20, MS '21 plan this campus visit!*

### 3.3. Met with Petersburg City Public Schools Superintendent

- a. On November 10, Brian Kitts and I met with the superintendent of Petersburg City Public Schools to recruit her division employees into our M.S. in Educational Leadership program. The meeting was very positive and the superintendent was complimentary of our programs. Unfortunately, she is no longer with the division so we could not move forward with an MOU.

### 3.4 Highlander Days, Open Houses, Quest

- a. Participated in signature university recruitment events such as Fall Open House, Highlander Days, and Quest.
- b. Participated in the large group and individual Quest advising sessions of incoming IDS students (i.e., explained differences among teacher endorsement areas; provided overview of progress sheet; explained REAL areas that are covered by the major and options for completing remaining areas; and helped students select courses and make modifications to their fall schedules)

### 3.5 Online Comprehensive Fee

- a. Collaborated with Jeanne Mekolichick and Katie Clouse for the Literacy Education program to obtain approval for the online comprehensive fee. This new rate for the Literacy Education program will be very beneficial as they work to recruit new students.
- b. Continuing to work with Jeanne to obtain the online comprehensive fee for other CEHD online programs (i.e., Educational Leadership, Special Education, Math Ed).

### **Goal 4: Cultivate partnerships with external stakeholders that will support enrollment growth, program expansion, and economic development in the southwest region and beyond.**

#### 4.1 [The Southwest Virginia Teacher Apprenticeship Consortium](#) (SVTAC)

- a. Radford University in collaboration with school divisions in Superintendent's Regions 6 and 7 (i.e., Bland County, Carroll County, Galax City, Giles County, Pulaski County, Radford City, Wythe County, and Roanoke City) have established the Southwest Virginia Teacher Apprenticeship Consortium (SWVTAC) to support a cost-effective and flexible pathway into the teaching profession for aspiring teachers. Through our regional Registered Teacher Apprenticeship program, teacher candidates will have the opportunity to gain professional experience; complete requirements for a Bachelor's degree; and satisfy requirements for full teacher licensure with concurrent endorsements in Elementary Education (PreK-6) and Special Education: General Curriculum, Elementary (K-6).
- b. On November 2023, the SVTAC submitted a \$105,142.57 Apprenticeship Implementation Grant proposal to the Virginia Department of Education (VDOE) to support costs to launch the program in spring 2024. Fortunately, the proposal was funded and we will receive grant funding from the VDOE to support costs for apprentices' tuition and their wages and benefits. *A very special thank you to Dr. Deborah Bays Wilbon for co-authoring the grant proposal with me; Dr. Melissa Lisanti for her outstanding contributions; and Dr. Amanda Bozack for her thoughtful edits to the proposal!*
- c. Seven teacher apprentices have been hired and are currently employed with the following school divisions: Carroll County, Giles County, Pulaski County, Radford City, Roanoke City, and Wythe County. We have received positive feedback from our division partners about our inaugural cohort of teacher apprentices. We anticipate their successful completion of the apprenticeship program in May, 2025. *A very special thanks to Dr. Melissa Lisanti for being an amazing thought partner throughout the development of this program and for agreeing to serve as the inaugural program coordinator!!*

#### 4.2 [The Provisional to Professional Pathway](#): A Virtual Academy for Provisionally Licensed Teachers

- a. The Provisional to Professional Pathway provides provisionally licensed teachers with the professional studies coursework required for a ten-year renewable teaching license and targeted professional development that will help them to successfully navigate their first year of teaching. The required professional studies coursework is delivered through Radford University's competency-based education (CBE) (self-paced) model, while also providing the learner individualized instructor feedback and follow-up to ensure mastery of content knowledge and its pedagogical application.
- b. The Provisional to Professional Pathway launched on December 1, 2023 with the release of three graduate-level competency-based courses. *A special thanks to Drs. Glenna Gustafson, Holly Robbins, Katie Clouse, and Lisa Aker for their work on this first set of courses! The remaining five courses are on schedule to be released throughout 2024. Thanks to Drs. Greg*

*Sherman, Brian Kitts, Amanda Bozack, Katie Clouse, and Lisa Aker for building the remaining courses!*

- c. A small pilot of 12 teachers enrolled in the courses with one having completed the Classroom Management course. The feedback thus far has been very positive. *Kudos to Dr. Holly Robbins for building such a great course!*

#### 4.3 School Counseling Cohort in Abingdon

- a. The second School Counseling cohort in Abingdon began in fall 2022. With support from the Tobacco Commission, the university is able to sustain another cohort at the SWVHEC and provide a significant tuition discount to the students enrolled in the program. The cohort will complete year 2 at the end of the spring 2024 term. Members of this cohort will complete the program in spring 2025. *A special thanks to Dr. Bethany Lanier for her leadership of this cohort.*

#### 4.4 Monthly Superintendents Breakfast

- a. Hosted monthly breakfast meetings for region 6 and 7 superintendents. We use our time with them to provide updates on our programs and identify opportunities for collaboration and partnership.

#### 4.5 Communication and collaboration with VDOE leaders and legislators regarding the critical teacher shortage

##### a. JLARC Report

The Joint Legislative Audit and Review Commission (JLARC) was directed to review the state's supply of K-12 teachers and requested teacher preparation programs to provide information (i.e., program design, student data, funding) to help them understand the scope, scale, and characteristics of traditional teacher preparation programs across the state. They were seeking to understand/review the state's K-12 teacher pipeline in order to make recommendations for improving it. I spent a great deal of time meeting with campus partners (i.e., IR, CFO) to gather the required information for this report. I also provided several single-spaced pages of recommendations for policy changes at the state level. *A very special thanks to Dr. Debora Bays Wilbon for reviewing our report and recommended policy changes!*

##### b. Meeting with State Superintendent Coons and Region 7 Superintendents

As a teacher education provider within the southwest region, we were invited to engage in a dialogue with area superintendents and State Superintendent Coons on September 15 about how we were supporting the state's initiatives to address the critical teacher shortage. We shared information about our new initiative, The Provisional to Professional Pathway. *A special thanks to Dr. Debora Bays Wilbon, Dr. Amanda Bozack, and Dr. Matt Dunleavy for attending the meeting with me at the SWVHEC in Abingdon, Virginia.*

##### c. Meeting with Virginia Secretary of Education

On September 11, Secretary Guidera met with education deans across the Commonwealth to discuss the issues and barriers facing teachers in the Commonwealth as well as solutions for addressing those barriers. I had the opportunity to share information about our The Provisional to Professional Pathway.

##### d. Senator Kaine Call with VA Educators

Senator Kaine met with Virginia education deans to discuss the Preparing and Retaining Education Professionals (PREP) Act and other federal issues regarding the educator workforce. He also discussed other education related federal legislation.

#### 4.6 Meeting with Botetourt County Administrators and School Board

- a. I was a part of a university leadership team that met with county administrators and school board members from Botetourt County. The goal of the meeting was for us to learn more about each other, explore opportunities, and discuss how we might be able to work together. I shared information about our two initiatives: (1) the Provisional to Professional Pathway and (2) Registered Teacher Apprenticeship Program.

### **Goal 5: Collaborate with CEHD alumni and friends in efforts to promote the work of the college and enhance philanthropic giving.**

#### 5.1 CEHD Leadership Council

- a. The College Leadership Council is a group of committed volunteers who serve a vital role in the continued success of the College of Education and Human Development at Radford University. The purpose of this group is to assist the Dean in achieving the goals and mission of the College. This is achieved by offering leadership and insight, helping to identify and secure resources for initiatives and priorities, and serving as ambassadors for the College and the University. Members are appointed by the Dean, serve as a resource for the College and meet as a full council twice a year.
- b. Met with members during of the Council during Homecoming Weekend and at the Volunteer Summit to discuss and plan alumni engagement activities.

#### 5.2 CEHD Alumni Breakfast

- a. Met with members of the Reunion Planning committee throughout summer 2023 to plan the CEHD Legacy Breakfast.
- b. Hosted the annual CEHD Legacy Breakfast: Honoring the Golden Class of 1973 on October 21. There were over 50 alumnae in attendance.
- c. Presented the CEHD Distinguished Alumni Award to Mrs. Nancy Morris Love '75.

#### 5.3 Partners in Excellence

- a. I engaged with our scholarship recipients, benefactors, and friends of the college at the Partners in Excellence Luncheon on Friday, November 3.

#### 5.3 Alumni Volunteer Lunch

- a. On October 20, I engaged with CEHD alumni and friends of the college at the Volunteer Leadership Business Lunch and Awards.

#### 5.4 Exam Care Packages

- a. On April 24, CEHD stakeholders (faculty, staff, and alumni) came together and prepared 150 exam care packages for first-year students. Our faculty wrote notes of encouragement and wished students well as they prepared for end of the semester exams and projects. *A special thanks to Meghan Viet, Princess Clark-Gaspard, and Kelly Robinson for helping us sort and organize all the materials and all of the CEHD faculty and staff members who took time out of their busy schedules to help us assemble the packages!*

#### 5.5 CEHD Fall Community Service Project

- a. On Friday, October 20, CEHD alumni, faculty, and staff members came together to work on a

community service project to benefit the Women’s Resource Center. We gathered together in the Teaching Resources Center (TRC) to put together toiletry kits. We also held a book drive to support children whose families were receiving services through the Women’s Resource Center. A total of 50 kits were assembled and 15 children’s books were collected and delivered to the Women’s Resource Center. *A special thanks to Drs. Lisa Aker, Carol Bland, and Katie Clouse for recommending great book choices. A very special thanks to Meghan Viet for helping us plan and organize another successful community service event.*

#### 5.6 Volunteer Summit

- a. Visited with RU alumni at the Volunteer Summit on January 27. I provided updates about our new initiatives, program accolades, and accomplishments to CEHD alumni and friends.

#### 5.7 Hattie M. Strong Scholars dinner

- a. Robin Tanner, from the Hattie M. Strong Foundation, RU administrators, current scholarship recipients, and faculty, came together to fellowship and celebrate the eleventh cohort of Hattie M. Strong Scholars on April 25. The scholarship dinner provides Strong Scholars an opportunity to express their gratitude, with the hope of conveying how these awards are life-changing.

#### 5.8 Women of Radford Luncheon

- a. Purchased two tables and invited alumna and other friends of the college to the Women of Radford luncheon on Saturday, October 21.

### **Goal 6: Support efforts to achieve university goals in the Capital Campaign.**

#### 6.1 Capital Campaign Steering Committee

- a. Engaged with alumni, friends, and donors at quarterly Capital Campaign Steering Committee meetings.

#### 6.2 Fall 2023 Highlander10 Challenge

- a. We were very successful during the fall Highlander10 Challenge that benefited the CEHD Student Emergency fund. We met our goal and raised over \$7,000 to support students during times of financial hardship. *A special thanks to our generous alumna, Rosalyn Walker '74 who provided a match of every dollar to the CEHD Student Emergency Fund up to \$3,500.*

#### 6.3 Highlights of funds raised in college from March 2023 – 2024: **\$496,495**

- a. Funds raised came from the following

- Cash - \$137,419
- Pledges - \$351,609
- Recurring Gifts - \$6,391
- Stock and Property - \$1,016

*\*Note: 87 new donors gave a total of \$6,316.*

- b. Available scholarship dollars for the college: **\$395,744.**

## Goal 7: Effectively implement other duties, responsibilities, and service

### 7.1 Administrative/Managerial

- a. 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.)
- b. Managed CEHD budget, including intersessions, research funds, and foundation accounts.
- c. Worked with chairs and directors on budget management.
- d. Developed ETF requests, one-time funding requests, and visionary requests in consultation with the CEHD Leadership Team.
- e. Developed Savings Strategies plan (*for a reduction of three percent or \$206,283*) for the college for AY 2024 – 2025 in consultation with the CEHD Leadership Team. We were able to find savings without eliminating personnel and with minimal impact to department budgets.
- f. Developed request for funds to support CEHD new initiatives requests. Requested \$25,000 to establish a fund for CEHD students engaged in work-based learning activities such as internships, practicums, and student teaching.
- g. Advocated for additional funding in the college intersession and adjunct budgets.
- h. Met weekly with individual department chairs and directors.
- i. Met with faculty, staff, and students to address concerns and/or resolve issues.
- j. Regular review of curriculum proposals for approval/disapproval.
- k. Regular review of academic petitions for approval/disapproval.
- l. 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 15 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 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 six 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.
- m. Wrote support letters
  - Wrote two letters of support for faculty seeking professional development leave.
  - Wrote support letters for faculty nominated for various university and state level awards (i.e., Distinguished Faculty Service Award, SCHEV, etc.)
- n. Reviewed eight CEHD suspension appeals for students who did not achieve the GPA required to be in good academic standing at the end of the spring 2023 term.
- o. Advocated for faculty and staff positions to support the work of the college and departments. The following positions were approved for the 2023-2024 academic year:

- STEL: One-year temporary position in the EdD program (*Dan King*); One-year temporary position in Literacy Education (*Dr. Lisa Aker*); One-year temporary position in Special Education (*Kristy McCowan*); One tenure track position in Educational Leadership (*Brian Kitts*)  
Note: *Please understand that the aforementioned positions are NOT new positions but rather existing positions that were vacated as a result of resignations or retirements.*
- p. We were approved to renew the contracts of two temporary faculty in STEL (serving in the EdD and Special Education programs) for the 2024 – 2025 AY.
- q. We were approved to search for the following positions with new faculty/staff members joining in AY 2024 – 2025:
  - CEHD: Director of Assessment
  - COED: One-year temporary position
  - RCPT: Two tenure-track positions
  - STEL: Two tenure track positions in Special Education; Tenure track position in Literacy Education; One-year temporary position for Provisional to Professional Pathway Project Coordinator  
Note: *Please understand that the aforementioned positions are NOT new positions but rather existing positions that were vacated as a result of resignations or retirements.*
- r. We were approved to search for a tenure track position for the EdD program in AY 2024 – 2025.
- s. 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 following: proposed legislation to establish a teacher training corp.; education preparation program audits; Teacher for Tomorrow Grant program; universal licensure by reciprocity; waiving certain licensure requirements for certain teacher endorsement programs; and the elimination of the Virginia Communication Literacy Assessment (VCLA) as a requirement for an initial teaching license.

## 7.2 University Committee Membership

- a. Chair of the Professional Education Committee
- b. Member of the Academic Policies and Procedures Committee
- c. Member of the Academic Program and Enhancement Review Committee
- d. Member of the President’s Leadership Council
- e. Member of the Council of Deans
- f. Member of the University DEI Committee
- g. Member of the Davis College of Business and Economics Interim Dean Search
- h. Member, Career and Talent Development Search
- i. Chair of the Davis College of Business and Economics Dean Search
- j. Member of the Online Education Advisory Committee

## 7.3 Represent college/university

- a. Represented CEHD at statewide meetings for deans of Colleges/Schools of Education.
- b. Represented CEHD at statewide meetings with Secretary Guidera.
- c. Represented CEHD at BOV meetings, receptions, and other gatherings.

#### 7.4 Grants

- a. Bays Wilbon, D. and Wallace, T. (2023). Apprenticeship Implementation Grant. (11/01/2023 – 09/30/2024), Funding Source: Virginia Department of Education. **Funded \$105,142.57.**  
*Note: Roanoke City Schools is serving as the fiscal agent for this grant, per VDOE grant requirements.*
- b. Wallace, T. and Minarik, D. (2023). Training and Technical Assistance Center (T/TAC), (10/01/2023 – 09/30/2025), Radford University, School of Teacher Education and Leadership. Funding Source: Virginia Department of Education. **Funded \$1,533,587.**

#### 7.5 Professional Service

- a. 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.

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 gratitude,

*Tamara K. Wallace*

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