Dr. Samarapungavan called the meeting to order at 10:00 am in LWSN 1142.

Dr. Samarapungavan asked for approval of the minutes. Professor Mantzicopoulos made the motion to approve and Professor Templin seconded the motion. The meeting minutes were unanimously approved.

Curriculum and Graduate Committee – (Professor Mantzicopoulos) - The Curriculum and Graduate Committee chair, Professor Mantzicopoulos presented Form 40 course/program proposals for EDST faculty review and approval as follows: Professor Bill McInerney made a motion to approve and Sarah Templin seconded the motion. Professor Mantzicopoulos provided background information on each proposal.

- **New Form 40 for EDPS 24800** – Contemporary Issues in American Schools. This course was initiated by Professor Knupfer. A motion to approve was made by Professor McInerney and Professor Pistole seconded the motion. After discussion approval was unanimous (pending friendly amendments to the Form 40).

- **Approval of Form 40 – Building Level Licensing Revisions/Educational Leadership** – The Educational Leadership faculty requested the following changes to existing courses consistent with the redesign of the building level licensing program: The program consists of 6 graduate level courses and 1 internship course. These courses were approved at the last Curriculum and Graduate Committee.
  - **EDST 60200** – Seminar: The School Principalship, from 4 credits to 3 credits and the addition of Distance Learning as a schedule type. Add Continuing Education as a campus involved in the event the course/program is run through Extended Campus.
  - **EDST 60700** – Administration of Educational Systems - 3 credits - addition of Distance Learning as a schedule type. Add Continuing Education as a campus involved in the event the course/program is run through Extended Campus.
  - **EDST 69400** – Internship: Building Level – 1 credit
- EDST 61000 – Supervision of Instruction and Instructional Personnel – 3 credits
- EDST 60900 – Legal Aspects of American Education – 3 credits - addition of Distance Learning as a schedule type. Add Continuing Education as a campus involved in the event the course/program is run through Extended Campus
- EDST 69400 – Internship – Building Level – 1 credit
- EDST 51400 – Economics of Education – 3 credits
- EDST 51600 – School Community Relations – 3 credits
- EDST 69400 – Internship – Building Level – 1 credit

- After changes the courses represent 21 credits. These changes were made to be consistent with new requirements.
- Students will need a Master’s Degree to obtain a School Administration Administrator license at the Building Level.
- Students coming into the program without a Master’s degree will have to register for EDPS 53300 – introduction to Educational Research plus 6 credits in a related area.
- These requirements are consistent with REPA 1.

**Announcements: Professor Mantzicopoulos**

- A new on-line system for graduate student applications is being implemented by the COE. This new system is based on the College of Science’s application review process. This new process will hopefully start in the fall.

- Audit sheets will be electronic going forward. There will be no paper copies.

- Comm 68200 – ANOVA, Multiple Regression, and Beyond, will be offered Spring 2013. This course is an approved substitute course for STAT 50200. Because COM 68200 is a variable title course it cannot be included as a blanket substitute for STAT 50200. If graduate students take the spring 2013 version of COM 68200, they may not include it as their upper level research class.

- The Provost Office has provided new graduate guidelines. The updated graduate certificate guidelines now have an appendix and are uploaded to the committee’s website that is accessible by the faculty.

**Department Head – Ala Samarapungavan**

- **New procedures for EDST commencement representatives:** Dr. Samarapungavan informed the EDST faculty that most faculty do not volunteer to serve as commencement representatives for the COE. Dr. Samarapungavan stated that Educational Studies is required to identify two faculty members for each commencement ceremony. Therefore, EDST will adopt C&I’s procedure for designating faculty representatives for commencement. Faculty will be assigned alphabetically (by last name) for successive commencement ceremonies. A faculty member who is assigned but has a conflict is responsible for finding a replacement and forwarding this information to Sandi Olson and Carla Reeves. The Department will pay the expense of cap and gown for faculty members.
• **Faculty Form 36 and Annual Performance Reports:** Reports are due electronically by January 7, 2013 to Sandi Olson sjolson@purdue.edu

• **Spring EDST Committee Tasks:**
  - **Performance Review and Awards Committee:** must complete performance reviews by January 31, 2013.
  - **Curriculum and Graduate Committee:** must complete and submit nominations for Graduate Fellowships. Dissertation and Teaching Awards by February 7, 2013
  - EDST nominees for COE faculty Awards: The EDST Performance Review and Awards Committee has completed its charge of identifying EDST nominees for COE faculty Awards (from last year’s pool of EDST awardees). The nominees for COE faculty awards are as follows:
    - Marilyn Hirth: EDST nominee for COE Outstanding Teaching Awards
    - Emily Bouck: EDST nominee for Dean’s Award for Outstanding Faculty Scholarship.
    - Ayse Ciftci: EDST nominee for COE Outstanding Service Award

• **COACHE:** Dr. Samarapungavan, shared the results of the COACHE survey with the department (see attached)
  - Three area of possible concern were identified from the ratings: Nature of Work – Research – 2.95; Interdisciplinary Work – 2.63; and Mentoring – 2.93
  - Faculty asked for more information from COACHE in order to be able to interpret the results. First they wanted data disaggregated by item within each scale. They also wanted information on standard deviations for each item in addition to means as well as on response rated.
  - Dr. Samarapungavan said she would try to get a better break down of the date for these categories from COACHE.
  - Dr. Samarapungavan also said she would send out an anonymous Qualtrix Survey to faculty to seek additional information about possible faculty concerns in each of these areas of interest.

• **Clerical Staff Evaluations** – HR is moving to an on-line evaluation. More information will be provided shortly.

**Reports:**

- **Graduate Studies Office:** Kathy Dietz – No report
- **Office of Professional Preparation and Licensure:** TJ Oakes
- **Office Field Experiences:** Ed Wiercioch – No report
- **Diversity Initiatives:** Lynnette Flagge – No report
- **Office of Advising and Recruiting:** Jane Ann Dimitt - No report

The meeting was adjourned at 11:58