DEPARTMENT OF EDUCATIONAL STUDIES
Faculty Meeting Minutes
November 16, 2011
10:00 am – LWSN 1142

Present: Emily Bouck, Teresa Doughty, James Freeland, John Hill, Marilyn Hirth, Anne Knupfer, Yukiko Maeda, Eric Mann, Rebecca Mann, Youli Mantzicopoulos, William McInerney, Sidney Moon, Helen Patrick, Jean Peterson, Carole Pistole, Ala Samarapungavan, David Sears, Heather Servaty-Seib, Christopher Slaten, Sarah Templin, Carrie Wachter Morris, Yan Ping Xin, Aman Yadav, Michael Yough

Guests: Sandi Olson, TJ Oakes, Kathy Dietz, Ed Wiercioch, Jane Ann Dimitt

Excused: Deb Bennett, Ayse Ciftci, Marcia Gentry, Bill Hanson, Oliver Wendt, Sydney Zentall,

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

- Dr. Samarapungavanan asked for approval of the minutes. Discussion and corrections were made to the Collaborative Leadership Certificate minutes. Sarah Templin made the motion to approve and Dr. Youli Mantzicopoulos seconded the motion. The meeting minutes were unanimously approved.

- Curriculum and Graduate Committee – Youli Mantzicopoulos discussed the following:
  - The Committee reviewing each program area’s procedures for the evaluation of graduate students. Each program area has different types of procedures to evaluate their students.
  - The Graduate Studies Leadership Team is working on a document that will be common for the entire college. This document will cover evaluation of graduate students, dismissal and academic compliance.
  - Graduate Students vitas are available through the Graduate Office website.
  - Grade reports are not available for use in evaluation of students, but Kathy Dietz informed the committee that students can request a transcript that is free of charge from the Registrar’s office.
  - GRE has changed the scoring system, a report is now available that shows the correspondence between the old scores and the new system.
  - Graduate Studies Leadership recommends joint combined score of 300 in verbal and quantitative skills. This is equivalent to what was used before, which is a combined score of 1000.
  - Graduate Fellowships nominations will be solicited soon. Youli will send out e-mail the first part of December with links to the material and information about the process. The submission deadline will be in January after the semester is underway.
The Associate Dean for Research has announced a graduate student recruitment day when interested graduate students can come to visit. Possible funding available to support airfare for trips to campus. The day of the visit is on the same day as the Graduate Student Symposium (3/27).

At the Graduate Studies Leadership meeting it was discussed that graduate program reviews are going to be requested at the end of the year. More details on this process will be provided in the future.

Reports:

- **Course Scheduling – Sidney Moon –**
  - **Scheduling goals** include facilitation of student progress toward degree and maximizing enrollments.
  - Many issues have arisen at the undergraduate level related to course scheduling since Banner was implemented. These relate, in part, to the complexity of our TE programs and Block courses. A COE scheduling committee has been created to address these and is making progress in developing ways to resolve most conflicts. The implementation of Degree Works is expected to assist this process.

- The COE Scheduling Committee has not yet looked at graduate issues, but some graduate issues have arisen. Faculty input was sought on two issues: multi-year course projections, schedule coordination.

  - **Multi-year Projections:** There is variation across the department in use of multi-year course projections. Barriers to creating such projections include required courses that are scheduled by other areas/departments, last minute changes in faculty, understaffing, and enrollment minimums. Conflicts across COE departments were not perceived to be much of an issue, so the issues can be addressed at the department level. Action: there was a general agreement that it would be helpful to have all program areas work toward 3-4 course projections.

  - **Schedule Coordination:** Within the department, it is challenging to avoid all schedule conflicts due in part to limited scheduling options. The preference for M-Th scheduling and emphasis on night classes leaves only 4 prime time slots for graduate courses, so conflicts are inevitable. Nonetheless, some departmental coordination was viewed as beneficial, with a focus on courses on the critical path to graduation. An effort to coordinate foundation courses, like EDPS 533, has already occurred. Other suggestions for improving scheduling bottlenecks included: focusing on prime time slots (M-Th evenings), consulting with departmental programs that offer related/needed courses, and offering online courses.

- **Specific Issues:** Two specific issues arose and generated the possible action steps below:
• It would be helpful to meet with Psychology to discuss and coordinate scheduling of courses our students need or desire to take.
• It would be helpful to meet with EDCI to see if they would be willing to provide a course that would meet educational leadership curriculum standards.

• **COE Core Collaboration – Teresa Doughty** – Dr. Doughty informed the faculty that on Monday, December 5th at 3:30 in STEW 311, she will update the Leadership Team and any interested faculty on the university core curriculum proposal that has been submitted to the Faculty Senate. The Faculty Senate will be reviewing this document in January. This will be an opportunity for COE faculty to ask questions and consider how the COE may need to align programs to fit the proposed University core.

• **Faculty Affairs Survey:** The Faculty Affairs Committee would like to re-administer the faculty affairs survey, since there was not enough involvement with the initial survey.

• **Graduate Studies Office:** Kathy Dietz – No report

• **Office of Professional Preparation and Licensure:** TJ Oakes reminded all about the upcoming NCATE visit.

• **Office Field Experiences:** Ed Wiercioch – No report

• **Diversity Initiatives:** Lynnette Flagge – No report

• **Office of Advising and Recruiting:** Jane Ann Dimitt -

• **Department Head news and Announcements** - Ala Samarapungavan
  
  o **Academic Program Reviews** - There are two tiers – the undergraduate programs and the graduate programs. This is a climate of accountability for universities that is coming from the State. This information could be used for funds that are allocated.

  o **Course Scheduling Information:** Dr. Yukiko Maeda is developing an on-line stats course for people in education, to be offered summer 2012. This would be the first course in a two course sequence.

  o **Searches – Bridge hires:** The Provost office has approved Bridge Hires – this approval would allow hiring of new faculty for faculty who are on half time retirement or leaving this year. Two Bridge proposals were submitted and both were approved. One was for Counseling Psychology, professor tenure track and the second was Special Education also professor tenure track. Right now we are waiting to hear from the Dean on when we can start these searches.
Sharing Research: Dr. Samarapungavan sent out a survey on sharing research. Ten faculty members answered the survey. Dr. Samarapungavan believes that at this time there is not an overwhelming support for research sharing. If interest is shown at a later date, the subject will be brought back to the table.

Grade Inflation: The College of Education received a request from a reporter to present all our grades from EDCI and EDST. Apparently there is conversation about low academic standards and grade inflation in teacher education. Dr. Samarapungavan shared some sample course data and asked faculty to reflect upon what their grades meant and their grading criteria for future courses.

- The meeting was adjourned at 11:52am