DEPARTMENT OF EDUCATIONAL STUDIES
FACULTY MEETING MINUTES
September 18, 2014
10:00 am – 12 pm LWSN 1142

Present: Jasmine Begeske, Matt Brodhead, Ayse Ciftci, Eric Deemer, Matt Della Sala, Amy Gaesser, Marcia Gentry, Chantal Levesque Bristol, Yukiko Maeda, Youli Mantzicopoulos, Helen Patrick, Carole Pistole, Carly Roberts, Toni Rogat, Ala Samarapungavan, David Sears, Heather Servaty Seib, Christopher Slaten, Teresa Taber Doughty, Anne Traynor, Carrie Wachter Morris, Yan Ping Xin, Michael Yough

Guests: Kathy Dietz, Jane Ann Dimmitt, TJ Oakes, Sandi Oakes

Excused: Deb Bennett, Ming Ming Chiu, James Freeland, Kharon Grimmet, John Hill, Marilyn Hirth, Anne Knupfer, Kristina Paul, Aaron Rogat, Oliver Wendt, Ed Wiercioch

Dr. Samarapungavan called the meeting to order at 10:04 am. First order of business was to approve the April 24, 2014 EDST faculty meeting minutes. Carrie Wachter Morris made the motion to approve and Teresa Taber Doughty seconded the motion. Oliver Wendt was added to the faculty members that were present for the April 2014 meeting. The meeting minutes were unanimously approved.

Heather Servaty Seib who chairs the Curriculum and Graduate Committee had requested that Dr. Samarapungavan announce that the next deadline for submitting materials, proposals on items that are curriculum and graduate business is October 9, 2014. This information needs to be received by October 9th, so the Committee has time to review all materials received for the November 6th deadline.

Department Head – Dr. Ala Samarapungavan

- Enrollment data for Fall 2014
  - Undergraduate enrollments:
    - Special Education elementary majors enrollment is down slightly from the previous year but showed a net gain over a 5 year period.
    - Dr. Samarapungavan will be having a meeting with Jane Ann Dimmitt and the academic advisors on encouraging students to enroll in the Learning Sciences.
  - Graduate enrollments:
    - At the graduate level more students are enrolling in EDST majors.
    - The EDST graduate student enrollment has always been higher than the undergraduate enrollment.
    - Trends: In 2013 we had an enrollment of 154 graduate students. Enrollments declined in part because prior administrations asked the department to focus on Doctoral program rather than Masters’ programs. However with renewed emphasis on revenue generating Master’s...
programs, graduate enrollments are up substantially this year. Currently we have 186 graduate students. A large portion of the increase from two programs: the On-line Special Education Masters and the Ed Leadership revamped certificate and degree Programs.

- Most of the other graduate programs in EDST have had stable graduate enrollments.

**Update on searches**

- Counseling Psychology will starting reviewing candidates on October 8th
- Gifted, Creative and Talented is waiting for permission to invite three candidates
- Department Head description had to be revised to also include a phrase that states there might be a possibility of teaching. Will be advertised in the Chronicle, Ed Researcher and the APA Monitor. One requirement for the Department Head position is that the candidate must be a full professor or a senior faculty member
- School Counseling and the two Special Education searches have received approval on their position announcements from the Office of Institutional Equity

**Miscellaneous Items**

- Program Conveners need to check all plans of study for different degree programs and their courses
  - Make sure that on-line course catalogs and Form 40s are current
  - Complete an audit on all Form 40s, There are courses that do not have a Form 40 attached or the catalog description does not correspond to the way the course is being taught
  - All courses need a learning object in the Form 40 and also in the syllabus
  - Prerequisites need to be cleaned up during Fall 2014 with Form 40s as needed
  - Deadline for review and documentation for courses is December 5, 2014
- Graduate Admissions Coordinators – faculty need to start thinking about what kind of admission targets they want for their Doctoral programs and Masters programs
  - What do you need to be viable?
  - Discussions need to occur and Dr. Samarapungavan will check back in the spring with the Admissions Coordinators
- The University is engaging in a project called Employee Relative Claim Education Initiative:
  - The university insurance program that protects units, faculty and staff in those units against lawsuits or legal claims that might be made by employees in case there is an accident, injury, claims of harassment, etc.
  - Every unit pays some portion of our budget into the University to be covered against liability.
70% of all our faculty and staff need to complete the training on the Risk Management website. If faculty and staff complete this training our premiums will be reduced by 20%.

- **External Review of graduate programs is December 1st and 2nd, 2014**
  - Sandi will coordinate meetings
  - External Reviewers will be scheduled to meet with faculty, graduate students, the Dean, Dr. Lehman, and Linda Mason from the graduate school.

**Guest Speaker – Dr. Rosanne Alstett – housed in the Honors College – National and International Scholarship Office**

- Sharing information on scholarships available for our students
- Discussed scholarships that require a nomination from Purdue through the National and International Scholarships Office
  - Many scholarships are aimed at the top 1% of academic achievers while a number of others are for students with specific goals who have good grades and great ideas
- Items that can assist students in obtaining scholarships:
  - Where do undergraduate have research opportunities, language learning or study abroad opportunities?
  - Do we have student groups that engage in campus or community service?
  - Share names of undergraduates winning awards in our department. The possibility of a system could be set-up to send annually/semi-annually to NISO?
  - Assist in setting up system in which students are referred to NISO annually/semi-annually by faculty advisers and those with their finger on the pulse of student service groups?
  - Advertise when a student from our school/department wins a prestigious scholarship. (web, social media, alumni magazine)?

**Reports:**

**Graduate Studies Office:** Kathy Dietz – Reminded faculty that they need to talk to their doctoral students about taking 69900.

**Office of Professional Preparation and Licensure** – TJ Oakes – No report

**Office Field Experiences** – Ed Wiercioch - No report

**Advising and Recruiting** – Jane Ann Dimitt - Undergraduate students are having a difficult time passing the Pearson content tests for Indiana licensure and a requirement to complete before the start of their student teaching semester. As a test preparation resource, Mometrix Indiana Core study guides have been purchased and put on reserve in the TRC Lab.

Adjourn at 11:22 am