

**DEPARTMENT OF EDUCATIONAL STUDIES  
FACULTY MEETING MINUTES  
November 6, 2003  
10:00 AM -- STEW 204**

**Present:** James Auter, Deb Bennett, Brian French, Richard Frisbie, Marilyn Hirth, Kevin Kelly, Charles Kline, Anne Knupfer, Karl Kwan, Dong-gwi Lee, Lyle Lloyd, Susan Maller, William McInerney, Sidney Moon, Helen Patrick, Jean Peterson, Carole Pistole, A.G. Rud, Heather Servaty-Seib, Sarah Templin, Andrea Trice, Yan Ping Xin

**Guests:** Linda Austin, Abe Cross, Jane Ann Dimmitt, Patty Mason, T. J. Oakes, Ed Wiercioch

**Excused Absences:** Judith Gappa, Marilyn Haring, and Deb Taub

Kevin Kelly called the meeting to order at 10:00 a.m. in STEW 204.

1. Minutes of the October 9, 2003 meeting were approved as submitted.

**New Business**

**2. SOE Development Office**

Abe Cross gave a brief presentation about the roles and functions of the SOE Development Office. Presentation topics included: Fundraising to Date and Goals, Director of Development Roles, Strategies and Prospects, and How to Seek Funding for Projects.

**3. Awards Committee**

Professor Knupfer proposed an amendment to revise the wording of the procedures statement for the Discovery and Service Awards to read as follows:

*“The department head will select those individuals per professional level (assistant, associate, full) with ratings of 4.5 or higher in the last three years and submit those names to the awards committee by November 15.”*

Professor Kline moved approval of the amendment, which was seconded by Professor Rud and approved by the faculty.

**4. Curriculum and Graduate Committee**

A. Professor Kline brought the following recommendation from the C&G Committee regarding eligibility of courtesy appointments to chair master’s and doctoral committees.

*“Appointment of a courtesy faculty member as a chair or co-chair of a student advisory committee in the Educational Studies Department must be recommended by the program area and approved by the Curriculum and Graduate Committee and the Department Head.”*

Professor Hirth moved approval of the procedure, which was seconded by Professor Auter and approved by the faculty.

- B. Professor Kline brought the following recommendation from the C&G Committee regarding a new policy to admit baccalaureate students directly to EDST doctoral programs.

*“A qualified applicant with a bachelor’s degree may be admitted to an Educational Studies doctoral program and will earn a master’s degree upon completion of program-area specified requirements during doctoral program study.”*

Professor McInerney moved approval of the new policy, which was seconded by Professor Maller. There was general support for changing departmental policy to allow for admission of students to doctoral programs directly from the baccalaureate degree. However, there were several questions regarding if and/or whether students should be granted a master’s degree during the doctoral program.

After much discussion, Professor Kline suggested dividing the policy and procedure statements. Professor Lloyd moved to table the original motion. Professor Lloyd moved approval of the following motion:

*“A qualified applicant with a bachelor’s degree may be admitted to an Educational Studies doctoral program.”*

The motion was seconded by Professor Rud and approved by the faculty. The question of if/when/how to grant master’s degrees to students enrolled in doctoral programs was referred back to the C&G Committee for further discussion.

5. **Search Committee.** Professor Moon reported that the committee is up and running. Members are A.G. Rud, S. Zentall, H. Patrick, J. Peterson, & S. Britsch. The committee is now implementing the recruitment plan that they developed. The job announcement is posted to [www.soe.purdue.edu/employment/](http://www.soe.purdue.edu/employment/)
6. **Reports**
- A. **Graduate Office.** Patty Mason distributed information regarding the various types of student reports that can be generated by the Graduate Office. She encouraged faculty members and program areas to contact her Office to request student data.
- B. **OPPL.** T. J. Oakes gave a brief update regarding progress with writing the NCATE report and data collection.
- C. **Office of field Experience.** Linda Austin and Ed Wiercioch met with Helen Bender regarding the new requirements of the Lafayette Catholic Diocese Schools for Criminal History Checks and Child Safety Training for student teachers. There will be a \$15.00 fee to student teachers for the Criminal History Check.
- D. **Office of Advising and Recruiting.** There are two remaining weeks of full scheduling, then all students should be scheduled for Spring 2004.
- E. **Department Head.** Professor Kelly addressed the following items:
- Faculty volunteers were solicited to present their research in poster sessions for the President’s visit.
  - More student applications are needed for the Graduate School assistantships.
  - Some version of the System for Accountability and Management (SAM) is going to be adopted by the SOE for faculty effort/merit reports next year (for the 2004 calendar year).

- d. The Instructional Equipment Grants deadline was extended to 11/7/03. The grant competition is no longer for equipment for exclusive use in undergraduate education.
  - e. Several small items (e.g., phones, staplers) are missing from the copy and conference rooms. Everyone is asked to return these items to their proper places so that they can remain available for use by all.
  - f. Everyone is asked to restrict the printing of *pdf* documents during peak hours of printer use. Print *pdf* documents during off-peak (evenings and weekends) hours; multiple copies of *pdf* documents should not be printed.
7. There were no further announcements.

The meeting adjourned at 12:00 noon.