

DEPARTMENT OF EDUCATIONAL STUDIES
FACULTY MEETING MINUTES
April 17, 2003
10:00 AM -- STEW 204

Present: James Auter, Judith Gappa, Marilyn Hirth, Kevin Kelly, Charles Kline, Anne Knupfer, Karl Kwan, Lyle Lloyd, Susan Maller, Youli Mantzicopoulos, Sidney Moon, Helen Patrick, Jean Peterson, Carole Pistole, Heather Servaty-Seib, Sarah Templin, Andrea Trice, Yan Ping Xin, Sydney Zentall

Linda Austin, Jane Ann Dimitt, Patty Mason, T.J. Oakes, Oliver Wendt

Excused Absences: AG Rud, Ala Samarapungavan, Teresa Taber

The meeting was called to order at 10:00 a.m. in STEW 204 by K. Kelly serving as chairperson. The initial item was approval of the EDST Faculty Minutes of the March 6, 2003 meeting. Motion to approve minutes was made by K. Kelly. The minutes were approved unanimously.

NEW BUSINESS:

- I. **Curriculum and Graduate Committee – *Charles Kline***
 - A. Changes to the School Practitioner Category (school teachers, administrators, counselors) for registering for class(es).
 1. Course requests for school practitioners, originally processed by the University Admissions Office, now will be processed by the SOE Graduate Studies Office.
 2. Program areas need to provide a list of courses that are not open to school practitioners. This list is due to Charles Kline by April 30, 2003. The departmental list will be distributed to the faculty before it is sent to the Graduate Studies Office.
 - B. Minority Fellowships
 1. Department did not receive any Knox Fellowships because the GRE scores of our nominees were not competitive.
 - C. Immunization procedures change. If immunization requirements are not met, the registrar will place a mark on the student's transcripts and the student will not be allowed to register for the next semester.
 - D. Andrews and Ross Fellowships
 1. Department received one Andrews Fellowship and two Ross Fellowships. There were five nominations; three offers are now pending.
 - E. Registrar will be strictly enforcing drop/add deadlines and will accept only the following excuses for a course drop/add after the deadline: Administrator error

(requires advisors signature) or medical reason (note from the treating physician required)

F. Program area procedures for evaluating the academic progress of matriculating graduate students are being collected and reviewed by the Curriculum and Graduate Committee. Your written procedures are due to Charles Kline by April 30, 2003.

G. Because of their new name, the Educational Leadership and Cultural Foundations program area is changing its course prefix from EDFA to EDST. It was suggested that the time may be right to adopt the EDST prefix for all departmental courses.

H. New Courses

1. EDPS 6xx – Data Analytic SAS Procedures for Applied Research
 - a) Amended prerequisite to include STAT 512
 - b) L. Lloyd motioned for approval
 - c) Y. Mantzicopoulos seconded the motion.
 - d) Motion passed unanimously
2. EDPS 6xx – Item Response Theory
 - a) Amended prerequisite to include STAT 512
 - b) Y. Mantzicopoulos motioned for approval
 - c) J. Gappa seconded the motion.
 - d) Motion passed unanimously
3. EDPS 6xx – Psychometric Theory and Application
 - a) Amended prerequisite to include STAT 512
 - b) L. Lloyd motioned for approval
 - c) S. Moon seconded the motion.
 - d) Motioned passed unanimously
4. EDPS 696 – Internship in Counseling Psychology
 - a) M. Hirth motioned for approval
 - b) K. Kwan seconded the motion.
 - c) Motioned passed unanimously
5. EDST 694 – Internship in Educational Administration: Building Administrator
 - a.) J. Auter motioned for approval
 - b.) M. Hirth seconded the motion
 - c.) Motioned passed unanimously

II. **Awards Committee – Sydney Zentall**

A. PICES and Awards Nomination Procedures

1. S. Zentall motioned for approval of the new procedures for administering PICES evaluation and teaching award nominations
2. C. Pistole seconded the motion.
3. A. Knupfer suggested including deadlines for administering the evaluations and award nominations. Procedures were amended to include the instruction to administer the evaluations and award nominations during the 13th -15th weeks of the semester.

4. S. Moon proposed amending procedures to include the following sentence: "Faculty will select the items to be used in their course evaluations."
 5. S. Moon suggested that one page with directions, checklist and script be distributed to those conducting the evaluations and award nominations.
 6. There was discussion concerning the anonymity of handwritten comments on course evaluation forms. Language was substituted advising students that their anonymity may be sacrificed by providing handwritten comments.
 7. The proposed procedures passed unanimously
- B. Graduate Student Teaching/Learning Award.
1. S. Zentall motioned for approval of new procedures for the Graduate Student Teaching Award.
 2. M. Hirth seconded the motion.
 3. Procedures were amended to include the following sentence in section A: "The Committee will consider both quantity and quality of student nominations."
 4. The proposed procedures passed unanimously.
- C. Faculty Discovery, Teaching/Learning, and Service Awards.
1. S. Zentall motioned for approval of new procedures for the Faculty Discovery, Teaching/Learning, and Service Awards.
 2. C. Pistole seconded nomination.
 3. Discovery Award procedures were amended to include the following sentence in section A: "The department head has the discretion to add a nominee to recognize extraordinary accomplishment."
 4. Teaching/Learning Award procedures were amended to include the following sentence in section A: "The Committee will consider both quantity and quality of student nominations."
 5. The proposed procedures were approved unanimously.

III. **Observations & Recommendations of 2003 Merit Committee – *Judy Gappa***
 J. Gappa distributed copies of the Merit Committee's report, which will also be sent to the Primary Committee. See attachment.

IV. **Departmental Printer Use – *K. Kelly***
 Please submit any comments to K. Kelly via email

V. **Conference Room Scheduling Procedures – *K. Kelly***
 Please submit any comments to K. Kelly via email

REPORTS:

I. GO-EDS – *Oliver Wendt*

The 2nd bi-annual Student Research Conference was held on April 3rd. There was a larger research program and increased attendance in comparison to the Fall semester Conference. GO-EDS is planning on conducting this

conference again next year. The faculty stated a preference for advanced notice of the conference so they may also attend.

II. Search Committees

- A. Counseling Psychology – Karl Kwan
Three candidates were interviewed and an offer has been made to one of the candidates.
- B. Special Education – Lyle Lloyd
The one candidate they interviewed accepted a position elsewhere. The special education search is ongoing.
- C. Educational Psychology – Youli Mantzicopoulos
Three candidates were interviewed and an offer has been made to one of the candidates.

III. University Senate – *Charles Kline*

There will be some changes to the Health Reimbursement procedures in the coming year

IV. Department Head – *Kevin Kelly*

- A. The faculty retreat will be on August 20th from 8:30 a.m. - 1:00 p.m. at the Black Cultural Center.
- B. Written feedback on each Strategic Plan will be provided on May 1st.
- C. Primary Committee has made some changes in the annual review procedures for assistant and associate professors.
 - 1. The Form 100 for assistant and associate professors will be due in December.
 - 2. An updated copy of the promotion document will be submitted for evaluation along with the Form 100.

ANNOUNCEMENTS:

Professor Helen Neville from the University of Illinois will be presenting a lecture on *Denying Race(ism): Development, Function, and Implications of Color-Blind Racial Ideology* on Monday April 28 from 9:00 – 11:20 a.m. in BRNG 2275. The lecture is open to faculty, students, and other interested persons.

The meeting was adjourned at 11:55 a.m.

Respectively Submitted,

Nancy Vestal