

**Reich College of Education
Administrative Council
Minutes**

October 13, 2009, 10:00 am, Room #314 EDH, Greene-Oakes

Members Present: Charles Duke (chair), Doris Jenkins, Roma Angel, Jim Killacky, Michael Jacobson, Monica Lambert, and Lee Baruth

Members Excused: Dolly Farrell and Dick Riedl

Guests: Barbara Howard

1. Approve Minutes from September 29, 2009, Meeting: Minutes were approved without changes.

2. Proposal:

Reich College of Education- Department of Leadership and Educational Studies

LES # 1: Change the policy on minimum criteria for full admission to the Ed. S. Program in School Administration.

Proposal LES # 1: Proposal was approved without changes. Dr. Jenkins expressed that she would like to look over the proposal for editorial changes, if needed.

- 3. CurricUNET:** Everyone should be on the system now. Dr. Duke will have an orientation scheduled at the Council for Teacher Education October meeting. Dr. Duke will see if Toni Becvinovski is available to conduct the training. People who write and approve proposals need to have this training. Proposals for AC will have to be on CurricUNET beginning with the October 26, 2009, AC meeting. Need to find out from Toni how the approval and changes are going to flow and how deadlines for proposal submissions are going to be impacted/followed.
- 4. Planning Courses:** We still run into trouble knowing when the demand for a particular course should be and how we can communicate that need and make sure it can be staffed. Everyone tries to make needs known to coordinators in a timely manner. We just want to make sure that we continue to do that.
- 5. Transition Considerations:** Dr. Duke provided a handout of the revisioning timeline and discussed it. Implementation is supposed to be in 2010-2011 and 2011-2012. Need to make some sort of transition as soon as possible to keep from running 2 programs for 3 years. Starting fall 2010, students will start in the new program. For those already in the program, we are looking at the students that have not taken 2800 yet. We will have to have a transition plan for these students that is unique to us. If there is a cohort that does not finish by 2012, what is their recommendation? Dr. Jenkins will get with Dr. Jacobson and discuss who could fall in this area. Will these students have the evidences available? We will need to see how many students we have that could complete and not have the evidences needed. Spring 2010 will pose our biggest obstacle. We will have to look at our student's off-campus that are part time. Dr. Lambert will provide an update as to where her students are in the process.

6. **“Owner of Core Courses”:** How do chairs view this? Someone is going to lose hours no matter what. We agree to share when it is appropriate to share.

7. **Strategic Planning:** Held for the next meeting.

8. **Other:**

Digital Data: orientations will need to be done by department. Has a decision been reached as to what categories will be required before talking to faculty? Dr. Duke will follow up on that question.

Graduate Programs: Dr. Jenkins will be meeting with coordinators next week. The graduate program revisioning is going to be more open and less restrictive than the undergraduate is. We will have to show how we are meeting the goals but not the detail that we have to do with undergraduate. The product of learning can be used with the graduate program standard changes. The program coordinator would probably make the decision about the number of evidences. This is strictly teaching programs on the graduate level. The deadline is June 30, 2010.

DPC: The current DPC guidelines will be the default and the options will now be the choices. The proposal will reflect this way of looking at the DPC's. Dr. Duke provided a handout on the new title criteria. What is the criteria for changing the faculty member's title upward? Who will make this determination? Is this related to voting rights and/or salary? How is terminal degree interpreted?

The all inclusive printed Chronicle Ad is scheduled to be printed in the October 23, 2009, Chronicle. It will also be on-line at The Chronicle starting October 23, 2009, for 30 days.

Make the presentation to coordinators about professional core when everything is set to go (AP&P).

Next AC Meeting is scheduled for Monday, October 26, 2009, at 10:00 am, in Room # 314 EDH, Greene-Oakes. (NOTE THE DAY OF THE WEEK CHANGE- THIS MEETING IS ON A MONDAY)