

**Reich College of Education
Administrative Council
Minutes**

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

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

Members Excused: Dolly Farrell

- 1. Approve Minutes from October 26, 2009, Meeting:** Minutes were approved without changes.
- 2. Core Timeline and Process:** Reviewed Core timeline in terms of due dates for core courses to be processed and submitted, ultimately, to AP&P at Feb. 3, 2010 meeting for action and inclusion in catalog;
--Dec. 8, 2009—core course proposals to AC from departments with department approval;
--January 14—core course proposals to be considered by Teacher Ed Council
--Feb. 3—core course proposals to be considered by AP&P (must be CurricUNET)
Open Forum to be held Monday, November 16, 2009, at 3:00 pm, in 03 EDH.
- 3. Cap Concerns and Tracking:** Discussed issues with cap on supplementary compensation and with tracking compensation; of particular note is pay faculty may receive from grant sources outside the program or department (or even within) about which chairs may not be aware. No decision has been reached in Academic Affairs about any changes to cap policy; any significant changes would have to go to Faculty Senate and also to Board of Trustees for approval. Also pointed out that junior faculty reach the cap sooner than senior faculty so providing more courses to junior faculty is not necessarily a solution. One proposal would be to exempt the travel stipend from counting against the cap.
- 4. Irregular Scheduling:** not discussed
- 5. Timeline for Graduate Program Review:** Graduate Program review—we are still waiting for final guidelines on how graduate programs will need to approach new standards and what kinds of evidence will be acceptable. New standards are not radically different from those addressed 9 years ago. Only ten graduate teacher education programs are affected by the review.
- 6. Admissions Update- Diana Beasley:** Will be provided at a later meeting.
- 7. Digital Measures:** question was raised about the categories being used and which ones will be most useful; Anthony Santucci was going to check with other units that had already begun to use the program—e.g. School of Music.

8. Other

Proposals: Department of Curriculum & Instruction

C&I # 1: Change course description of CI 5552 Advanced Video Production/ (3).S.

C&I # 2: Add CI 4552. Advanced Video Production/ (3).S. to the undergraduate catalog to serve as an option in the Media Studies minor. CI 4552 will be a dual-listed course with CI 5552. Advanced Video Production/ (3).S.

C&I # 3: Add the following dual-listed courses:

- a. CI 4960. Audio Documentary Production/(3).S. to the undergraduate catalog to serve as an option in the Media Studies Minor (467/13.0501)
- b. CI 5960. Audio Documentary Production/(3).S. to the graduate catalog and as an option in the Program of Study for the Master of Arts in Educational Media /Instructional Technology 'Specialist with a Concentration in Media production (Major Code: 434*/13.0501): Concentration Code: 434F)

C&I Proposals # 1, # 2, & #3 were approved without changes.

- ❖ Still having difficulty getting syllabi to be placed online; chairs are asked to push for this as much as possible.
- ❖ Demonstrations of Classcape and Blue Diamond, two software packages being used extensively in schools are being held; trying to find faculty who might attend the demos.
- ❖ Graduate faculty appointments now being aligned with action on tenure and/or promotion as well as post-tenure.

Next AC Meeting is on Tuesday, December 8, 2009, at 10:00 am, in Room # 314 EDH, Greene-Oakes.: