DEPARTMENT MEETING AGENDA

October 5, 2012 12:00pm – 2pm
ED 241

I. Welcome- K. Horejsi, Murphy, Hohnstein, Rudge, Garfinkle, Alwell, Schertz, Lutz, Marra, Blank, Atkins, Wittekiend, Luckowski, Williams

II. Announcements/Updates
a. High Honors
b. NCATE-Donna Gollnick, “grandmother of NCATE” has been hired to be a consultant for us. She will review all of our materials before they go to the Dean and on to the Provost. We have received an extension until October 25th to get the materials in.
c. Student Teaching Application Revisions Update (Nancy Marra and Kristi Murphy)-Revising the Student Teaching application due dates so that the number of times that the apps. are reviewed by Kristi is significantly less. And now the only early applications will be for those students who are applying for out of state and international placements. Further, the various admission committees are discussing a change to would allow a student interested in an endorsement to simply check a box and include a letter with their TEP application instead of applying to the TEP first and then re-applying to the endorsement program.
d. Background Checks-Nancy Marra is responsible for maintaining the security of all of the background checks that come back for our students both Grad and Undergrad. Katie maintains a database with results. We no longer will review background check results when reviewing applications. Because so much responsibility is falling on Nancy, Trent wants to talk with Dean Evans about talking with the state about talking with other states to see how they handle background check results. Most states seem to have their department of Public Health or Department of Public Service collect background results and they then inform the respective Teacher Education Programs whether the applicant is okay or not. This takes the burden off of the universities to maintain these databases.
e. Kristi Murphy promotion- Kristi has been promoted to Interim Assessment Manager. She will be overseeing the accreditation (NCATE) process. This is a one year funded (by the Provost Office) position so her other, normal, duties will be streamlined or outsourced to someone else.

III. Committee reports
a. Elementary Admissions/Retention (Darrell Stolle)-
Number of applications? 45 applications
b. Secondary Admissions/Retention (Sandra Williams)-
Number of applications? 48 applications
c. Graduate Admissions and Policy (Matt Schertz/Morgen Alwell)-
Number of applications: 16 completed (but 5 don’t have BC in) 14 partials
d. Library Media Admissions and Curriculum-
e. Literacy Admissions and Curriculum (Jan Labonty)-
f. Special Education Admissions and Curriculum (Morgen Alwell)-
g. Curriculum & Assessment (Trent Atkins)-
h. Field Experiences Advisory and EDU202 Working Group (Darrell Stolle)-
i. Scholarship (Jean Luckowski)-
j. Instructional Technology and EDU 370 Working Group (Martin Horejsi) – last meeting, the working group mentioned moving towards digital books. Given the recent comments by Arne Duncan, the workgroup asks you to consider how you could implement digital books in your courses.

The workgroup has also opened a Moodle shell for communications, documentation, and news. Anyone who would like to join the Moodle is welcome. Just let Martin know. And the folks at UMOnline are more than happy to help you set up your own Committee Moodle shell.

k. Elementary Methods Block (NA) –

l. WaYAWA (Darrell Stolle) –

m. Beta Phi Alpha (Sandra Williams) –

n. CoE Indian Education Task Force (Darrell Stolle) –

o. C&I Library Representative (Jean Luckowski) –

p. UM Professional Education Council (Trent Atkins) –

q. Grad Council (Morgen Alwell)

IV. Discussion/Action Items

1. Curriculum Renewal (No Action)

2. VICE-McKenna Search Committee consists of Jan LaBonty as Chair, David Erickson, Kate Brayko, Beverly Chin and Petrea Torma, a middle school teacher and Grad student of ours. One of the qualification questions is do we recruit someone with a terminal degree or someone with a doctorate? Does it need to be a doctorate? We still want to keep the door open for a possibility that we can recruit someone with qualifications for the Library Media Program. There is a push to turn all literacy courses into UG courses which might bump up enrollment in those courses rather than dividing the literacy students into undergrad-only and grad-only courses. Hopefully this Vice-McKenna person will not only teach the literacy courses but also manage the Library Media Program by recruiting and overseeing two highly qualified LM adjuncts and, possibly, teaching some LM courses as well.

3. When the NCATE dust settles, I plan to invite guest speakers to address online course accessibility, National Boards, and mentorship. I also need to reach out to either Royce or Perry to visit with us. Other ideas for guest speakers?

4. Application deadline for graduate students (Alwell) - A seconded motion from the Graduate Committee to eliminate the rolling admissions and implement a hard application deadline of October 1st and March 1st. Voting will be by electronic ballot. Doctoral applications would still be by rolling admissions. This would clean up and streamline the process much better and eliminate application materials from continually being handed in.

5. FEC consists of Morgen Alwell, Lisa Blank, David Erickson, Darrell Stolle and Jean Luckowski. The student representative is to be determined still. Georgia Cobbs is Chairing the SEC.

6. NCATE and PEC - it has been decided that for accreditation, C&I chose governance as one of the six standards that we will target to focus on. There will be a review process for this target category but it will not be presented to the PEC.

V. Good and Welfare - adjourned 1:28pm. Motion by Garfinkle/seconded by Blank
DEPARTMENT MEETING MINUTES  
February 5, 2010  
12:00pm – 2:00pm in 241  


I. Welcome - Ann  

II. Announcements – Susan introduced Marco Ferro
   a. Special guest Marco Ferro presented “Take One!” – standards-based approach for improving teaching practice and linking student learning to effective instruction  

   NBPTS 5 propositions
   http://www.nbpts.org/the_standards/the_five_core_proposition

   Ann asked if there were a crosswalk across NCATE, PEPPS, and NBPTS – Sally said that she and Bill are working on a crosswalk across NCATE, INTASC, and PEPPS – will add NBPTS  

   How “Take one” impacts C&I – can be used to entice students to UMM TED program

b. Approval of December 2009 minutes – Rhea moved, Matthew seconded – passed unanimously

c. Rebranding CoEHS – Ann passed out what the new logo might look like

d. Feb. 17th – Debbie will do a workshop on how to override energy efficiency settings in new building for people who work outside regular business hours

e. Key cards – Decentralizing key card process – Dept. Admin. Assistants will sign out key cards to faculty, staff, and graduate assistants

f. Graduation changes – Survey shows that each student brings about 7 guests. The University doesn’t limit tickets. Challenge: Too many people at one ceremony – not enough seats.

   1. Suggested solution – C&I and HHP will have separate graduation ceremonies.
   Impact – need C&I folks to help plan ceremony – Ann will create a committee to organize this event

   2. Our ceremony will be in the afternoon in May, 2010.

g. Teacher Education Reception –

h. Summer school –

   1. CE – turned down the idea of using self support for degree programs
   2. Can use leftover academic year funds to fund summer school courses – Ann has been fiscally conservative this year, so we do have money left over.
i. We need to be careful when we admit students provisionally
   - 15 students were removed from the program at the end of fall semester due to low GPAs
   - 7 + students appealed to student teaching to teach even though they didn’t have 2.75 GPA

III. Committee reports
   a. Elementary Admissions/Retention (Sally Brewer) – no report
   b. Secondary Admissions/Retention (Sandra Williams)
   c. Graduate Admissions and Policy (David Erickson)
   d. Library Media Admissions and Curriculum (Sally Brewer) – no report
   e. Literacy Admissions and Curriculum
   f. Special Education Admissions and Curriculum (Trent Atkins)
   g. Curriculum (Ann Garfinkle): No report
   h. Field Experiences Advisory and C&I 200 Working Group (Jan LaBonty)
   i. Scholarship (Martin Horejsi)
   j. Instructional Technology and 306 Working Group (Martin Horejsi)
      - Discussed student laptops and the cloud
   k. Elementary Methods Block (Lisa Blank)
   l. WaYAWA (Darrell Stolle)
   m. Beta Phi Alpha (Sandra Williams)
   n. SoE Indian Education Task Force (Darrell Stolle)
   o. UM Building and Facilities Committee (Sally Brewer) – no report
   p. C&I Library Representative (Jean Luckowski)
   q. UM Professional Education Council (Sally Brewer) – no report

IV. Action Items
   a. High Honors
      i. Lyndon Matthews, GPA = 3.78
      ii. Kari Parkratz, GPA = 3.80

V. Discussion/Action Items
   1. Next Chair – Ann announced that both Georgia Cobbs and Lisa Blank have expressed interest in being our next chair. They will each make a statement at the next faculty meeting.
   2. Curriculum map continued—400-level classes – Matthew presented for C&I 402, 403, and 405 and discussed changes to the Elementary Block as a whole. They have decided to delete the integrated thematic unit from the block. They are piloting a new schedule this semester in which teacher candidates spend the first 5 weeks on campus in a classroom and the next 5 weeks in a Pre-K – 12 school working under a mentor teacher.

VI. Good and Welfare
   a. Happy Apple—Jean gave it to Morgen Alwell for being such a cheerful colleague