

UNIVERSITY OF WISCONSIN – SUPERIOR
Educational Leadership Department
Minutes

Date: September 15, 2010
Location: McCaskill 110E
Time: 2:00 PM
Present: Ms. Terri Kronzer – Interim Chair, Dr. Suzanne Griffith, Dr. Carol Hulce, Mr. Terry Mc Glasson, Dr. John Paul, Dr. Cecile Somme, Mr. Sebastian Witherspoon, Ms. Michelle Vinoski, Ms. Susan Masterson, and Ms. Mary Jo LaValley.
Absent: Dr. Orvin Clark, Ms. Anne Carlson

Minutes:

Motion by Griffith seconded by Kronzer to approve the minutes of June 28, 2010. Yeah, 5, Nay 0, Abstain 0

Chair Announcement:

1. First years retention – Faculty will be notified by October 1st. (20 days before the meeting). We will schedule the retention meeting in January. The decision will be forwarded to the Provost by February 11, 2011, and you will be notified early March.
2. New faculty has the option of having the meeting open or closed. You are reviewed by the tenured faculty. If you want the meeting open then we have to post an agenda and anyone can attend. We need at least three faculty and we have that within our department. Faculty will need two positive recommendations in order to be retained for the following year.
3. New Registrar explained that faculty is using IP (In Progress), I (Incomplete), and NC (No Credit) wrong.
[I] is used for a course that runs for one semester only. If a student has 80% of the work done you can give them an incomplete [I]. This is determined by the instructor.
[IP] is used for a course that would run for the whole year for example Student Teaching. This is a course that is designed not to be done in a semester.
Note: The [I] and [IP] have to be finished within the following semester. If the work isn't complete the grade changes to an [F] or [NC]. An [NC] does not affect grade point average but the student would have to retake the class.
4. The department has been approved for two positions, Community Counselor and an Education Faculty positions.
5. The Director of Teacher Education hire is ongoing. Glenn Carlson will report to Kronzer on the position.
6. We have an assessment process for seniors due on October 1st.
7. The Provost is looking for feedback on the Student Induction Ceremony, Opening Week and Enhancement Day. Please send comment to Kronzer.
8. The UW System will be asking for a 4 to 4 ½ year teacher preparation plan at 130 credits or less.

9. The department will need a strategic plan and part of the plan has to be completed by November 19th. The final plan is due January 30, 2011.
10. The State of Minnesota has a new testing program effective September 1, 2010. The new testing program is named the MINNESOTA TEACHER LICENSURE EXAMINATIONS (MTLE). We will want to get this out to all the advisors.
11. For summer school the pay will be the same as this past summer. We will rotate classes to make the working load more equitable.
12. Grades will be due one week after your summer class has ended instead of due by the end of the summer.

Graduate Council Representative:

1. Orv Clark - Graduate Council Rep for EDAD
2. Suzanne Griffith - Graduate Council Rep for MSE-I
3. Terri Kronzer - Associate Vice Chancellor for Grade Council
4. The department is missing a Counselor Rep for Grade Council because new faculty cannot serve on a committee their first year. We will work with three instead of four votes.

Academic Affairs Representative:

Griffith, Clark or Kronzer will decide who will represent the department for Academic Affairs.

Spring Schedule:

1. Counseling spring schedule is done.
2. EDAD is not done.
3. TED will be done once it is decided what course(s) will be entered for the MSE Program.
4. A meeting has been set from 1 – 2:00 PM Thursday, Sept 16, 2010 to finalize the EdL class schedule for spring and summer.

Absent Report:

Kronzer talked about the form “Away from Assigned Duties”. This form can be found on the Provost website, Communications, Forms, ***Application to be away from assigned Duties***. I have attached the link below. You may want to bookmark this site.

<http://www.uwsuper.edu/provost/forms/loader.cfm?csModule=security/getfile&PageID=212666>

The meeting was adjourned at 2:40 p.m.
Respectfully submitted by Mary Jo LaValley
Minutes approved at the 10/13/10 meeting