

UNIVERSITY OF WISCONSIN – SUPERIOR
Educational Leadership Department
Minutes

Date: February 25, 2010
Location: McCaskill 110E
Time: 1:00 p.m.
Present: Ms. Terri Kronzer – Interim Chair, Dr. Orv Clark, Mr. John Paul, Ms. Susan Bailey, Dr. Cathy Pulkinen, Dr. Jim Geidner, Dr. Jennifer Christensen, and Mary Jo LaValley
Absent: Dr. Suzanne Griffith
Guests: Mr. Peter Nordgren, Ms. Deb Nordgren, and Kristen Lindquist

Call to Order: Ms. Terri Kronzer, interim chair, called the meeting to order at 1:00 p.m.

1. Agenda was approved with the exception the Search update (Faculty Personnel) be moved to closed meeting due to faculty personnel business after adjournment. Yeah 4, Nay 0, abstain 1.
2. Approval of February 11, 2010 Minutes
 - a. Motion by Christensen seconded by Pulkinen to table approval of minutes until the faculty has time to read them. Yeah 5, Nay 0, abstain 0.
3. Announcements:
 - a. All textbook information must be entered into the system by the first day of registration, per the federal regulations which is April 12, 2010. In order to accomplish this Vaughn Russom will need the faculty to have their textbook orders into him for summer and fall by April 1, 2010.
 - b. Summer school schedule was approved. Kronzer is contacting staff about summer school.
 - c. It was noted that Deborah Schlacks, Coordinator for Writing Across the Curriculum spoke at one of our Department Meeting earlier in the academic year and is willing to work with us.
 - d. Suzanne Griffith, Coordinator for First Year Seminar spoke at an earlier Department Meeting on the process and how well the Seminars have been received.
4. Deb Nordgren and Kristen Lindquist
 - a. Deb Nordgren talked about the Library Vision and UW Academic Plan. Nordgren spoke about a resource discovery tool. They are looking at software that would allow a "one stop shop" to help students and faculty search for information.
 - b. This work is also being done with the Distance Learners to help expand resources.
 - c. Some services the library does provide are interlibrary loan and universal borrowing. They have a courier service that will bring hard copies from other systems in a day or two. Electronic Library articles will come in 24 hours or less.
 - d. Kristen Lindquist talked about databases available on the Library Homepage. Library Guide can be created for a class or department. This information would include getting started, how to use the Library, databases, articles that maybe useful, books available in the Library, web resources, legal resources, government documents, etc.
5. Graduate Fees Proposal
 - a. Kronzer asked Clark to make a comparison of undergrads to graduate student seg fees.
 - b. Motion by Clark seconded by Christensen to have Graduate Student Segregated Fees allocated to Graduate Studies to fund the Strategic Plan initiatives. Yeah 5, Nay 0, abstain 0.

6. Proposed Senate Absence Policy

- a. The department reviewed the Absence Policy. It was recommended that instructors include an Absence Policy in their syllabi. At this time the absence policy will be left up to the individual instructor.

7. Scholarship update

- a. Kronzer would like the Scholarship Committee to look at the process. Kronzer would like some standards on how scholarships are awarded.
- b. Geidner stated that there are some scholarships that the Department Chair awards. This is designed by the person granting the scholarship.
- c. Kronzer would like the Scholarship Committee to make a recommendation to the Department Chair.
- d. Geidner stated that a rubric is used to score the students. The highest score gets the scholarship.
- e. A list of the Scholarships was given to Peter Nordgren so he can include the list in the Distance Learning News letter.

8. Search update- moved to closed sessions after adjournment.

9. Assessment

- a. Kronzer and Christensen attended an AACTE Convention (American Association of College for Teacher Education) last week. Kronzer reviewed all of the software database companies and then met with the Provost yesterday. The Provost is very interested in some of the assessment collection databases that a number of campuses are using. Kronzer explained some of the databases capabilities and how to pay for the software.
- b. Kronzer attended NCATE Review sessions and the problem everyone is having is that they are not "closing the loop". Faculty is looking at the data and then the analysis, doing the mentoring, but not identifying if they need to be making changes to the program.
- c. Kronzer said three student need to retake their written assessment. Kronzer distributed a graph showing how students have done in past years. Also Kronzer will be looking at the Praxis I and II reports to see how many times someone has attempted the test and failed.
- d. Kronzer stated that the majority of our next meeting will be spent on Benchmark # 1.
- e. Kronzer is in the process of putting the conceptual frameworks together.
- f. Kronzer distributed a packet to include:
 - 1) PI34 requirements.
 - 2) Admissions form for Teacher Ed and requirements to Early Childhood experience.
 - 3) Written assessment results and a chart were distributed along with Teacher Education program standards.
- g. Kronzer stated we will looking at PI34 first, get the admissions process cleaned up, and then look at the conceptual framework.

10. Chair – update

- a. The Recruiter/Advisor search is closed. A candidate has been recommended.
- b. The Provost has asked Kronzer and she has accepted to sit as Interim Chair for next year.

11. Faculty Senate – update

- a. In the Chancellor announcements it looks as if they are moving forward on having two years colleges offer a four year degree.
- b. Peter Nordgren talked about the Virtual Student Center. This is something UWS students enrolled in sustainable management are benefiting from currently. Extension has looked at a number of services that it might provide to the campus, programs, or Distance Learning. One thing they have developed is the Virtual Student Center.

- c. There is going to be some discussion about providing programs at LCO and Rhinelander. The discussion will be about integrating their program, helping them design, and teach. Nordgren stated that we will be finding ways to offer some onsite courses at those locations.

12. Graduate Council – update

- a. Christensen, Robinson, Wallgren, and Kate reviewed the graduate website.
- b. Susan Loonsk has started a Facebook page for Graduate Council, but it hasn't been launched yet.
- c. Top priority will be reviewing the Charter and Strategic Plan.

13. Academic Affairs – update

- a. They looked at an Articulation Agreement.

14. Adjournment

- a. Meeting adjourned at 2:05 p.m.

Respectfully submitted by Mary Jo LaValley
Minutes approved at the 03-11-10 meeting.