

**MINUTES  
POLICY COUNCIL  
SCHOOL OF EDUCATION**

April 27, 2011  
1:00 – 3:00 p.m.  
School of Education  
IUB - Room 2140  
IUPUI – Room 3138E

---

\*\*What follows is a summary of speaker contributions\*\*

**Members Present:** G. Delandshere, R. Helfenbein, P. Kloosterman, S. Martinez, J. Rosario, E. Tillema; **Alternate Members Present:** R. Kunzman, A. Leftwich, C. Medina, R. Skiba; **Dean's Staff Present:** E. Boling, T. Brush, J. Cummings, R. Sherwood; **Staff Representatives Present:** none; **Student Members Present:** A. Fetter-Harrott; **Guests Present:** B. Bull, G. Crow, J. Goodman, L. Lackey, J. Purvis, J. Smith;

**I. Approval of the Minutes from March 23, 2011 Meeting (11.49M)**

The minutes were unanimously approved.

**II. Announcements and Discussions**

**Dean's Report**

Jack Cummings presented the Dean's Report. He stated that the projected fall 2011 freshmen class will exceed the target enrollment. The implication is that there will be a larger pool of undergraduate tuition. This is a positive sign for the 2011-12 budget and means the School's share of undergraduate tuition will be more than initially forecast. There are still several unknowns. We do not know the amount of the state appropriation, the campus guidelines on faculty and staff salary increases, and what tuition will be set at for next year.

At the May Trustees' meeting, they expressed concerns about the quality of teaching. As the vast majority of promotion and tenure cases are present on the basis of research, they wondered why cases based on teaching are relatively rare.

Ginette Delandshere announced that the Spring Faculty meeting would be held on Friday, April 29, 2011 at 10:00 a.m.

**III. Old Business**

**Diversity Topic**

Russ Skiba made a brief announcement that Dean Gonzalez had asked for a proposal from the diversity committee to outline how we would recognize the efforts of the faculty who engage in diversity activities or actively participate in minority recruitment. Given the budget implications of such a proposal Russ believed that the Faculty Affairs & Budgetary Affairs Committee would be in a better position to make such a recommendation based on the recommendations of the Diversity Committee.

#### **IV. New Business**

##### **Change name of ET2T Program (11.51)**

Due to the suspension of the Elementary Transition to Teach Program-Certification Only Option in January 2011, Jesse Goodman is requesting that the Elementary Transition to Teach Program - Master's Option be changed to the Elementary Certification Master's Program (ECMP). When approved this program will become a track of the Elementary Master's Degree Program.

**Result:** This change was approved by the Graduate Studies Committee and come with a motion to be approved. The motion was unanimously approved

##### **Selection of CEP dept chair (11.54)**

Joyce Alexander is stepping down as chair of CEP and a new chair needs to be selected. The current "Procedures for Selection of The Chair of Counseling and Educational Psychology" was reviewed, and it was decided that clarification in the "Search and Screen Committee" is needed, by referring to the committee in parts 3 and 5 by the same name.

**Result:** A motion to approve the proposed change was put forth by P. Kloosterman, and was seconded by S. Martinez. The motion was unanimously approved.

##### **Masters in Educational Leadership:**

##### **K-12 Building Level (11.47) and Teacher Leadership (11.48)**

Gary Crow presented an online delivery method for the Masters in Educational Leadership Programs; however the Principles Program and the Perspective Principle Academy remain in a traditional classroom format. Gary Crow clarified that the programs are not changing, just the mode of delivery. Ginette Delandshere clarified that this has been approved by the Graduate Studies Committee and is coming to the Policy Council with a motion to adopt these two online programs. The programs are merged between the IUB and IUPUI campuses.

Ginette Delandshere asked Gary if he anticipated a decrease in interest in these programs since Masters Degrees are not financially rewarded at the district level any longer, to which he responded that he has seen some change, however districts are still encouraging those going into Building Administration to seek these degrees. A question was asked about where the workshop would take place, and Gary Crow responded that the workshop could be held on either or both campuses for students to meet faculty. Ginette Delandshere asked about staffing implications, considering this doubles the offering of the courses. Gary Crow responded that the department wants to phase out the non-cohort structure, because students often get lost in the shuffle. There are currently no staffing implications; however this depends on student interest. The courses have been developed online as part of the New Idea Grant. The non-resident fee is 20% greater than the resident fee for the online courses. Jack Cummings added that 20% is the minimum acceptable adjustment.

**Result:** The proposed course change was put forth by G. Delandshere, and was seconded by P. Kloosterman. The motion was unanimously approved.

##### **Position Statement on Scholarship Values (11.52)**

Josh Smith reported that this document has been discussed over the last year at IUPUI

among faculty. The first paragraph of the document has been added and revised to situate the document within the Mission and Expectations for Inquiry at IUPUI in the Translating Research into Practice Paradigm and in the Civic Engagement and Service Learning Expectations. The rest of the document includes information on how IUPUI faculty members define their scholarly activities and the dissemination of their work. It also requires faculty members to adhere to and discuss where their work is published and how it is impacting the field as well as the community. If this document is approved by the Policy Council it will be part of the P&T Guidelines. This was initiated because of a lack of definition and a lack of visibility in P&T documents at IUPUI. According to another member of the department, other schools at IUPUI have similar documents.

Jack Cummings shared some of Dean Gonzalez's concerns in his absence. He felt that Dean Gonzalez would be comfortable accepting it as a Policy Council document; however he would speak against including it in the P&T criteria, because when materials are sent to external referees, they would see the position statement for the IUPUI SoE and it would make readers wonder if such a policy exists at IUB.

Another concern Jack Cummings expressed is that if the document is part of the P&T document, it becomes very difficult to change. If it is a stand-alone document it can be changed more easily. When it is sent out to external referees, from the Associate Dean at IUPUI, he/she would be able to include the SoE generic P&T criteria along with the position statement. It could also be inserted with the letter from the Associate Dean or the Chair of the P&T Committee.

Discussion and questions ensued.

Result: A motion to approve the document and add it to the P&T Criteria was put forth by R. Helfenbein, and was seconded by P. Kloosterman. The motion was approved.

### **2011 Promotion and Tenure Criteria (11.53)**

Barry Bull discussed the process of revising these criteria. The university mandates that the criteria are reviewed every 5 years. The Faculty and Budget Affairs (IUB & IUPUI) Committee has undertaken this task. A revision was proposed and a meeting was available to faculty in late March and suggestions were taken into account. The final proposal is presented today.

- 1) The University Academic Handbook was changed in 2008 and these changes needed to be reflected in the P&T document.
- 2) Changes included language emphasizing distinct campus missions, which are now included in the proposed P&T document in Appendix A.
- 3) The criterion of development has been updated and rewritten.
- 4) Phrases including "national" have been replaced with "national and/or international."
- 5) A paragraph has been included on the timeline for submitting dossiers.
- 6) The term "meritorious" was replaced throughout the document with "very good/highly satisfactory." "Very Good" is the term for the range between excellent and satisfactory on the Bloomington Campus and "Highly Satisfactory" is the comparable term used on the IUPUI campus.

Jack Cummings shared suggestions from the Vice Provost including removing page #s and

replacing them with policy #s instead. He also shared that an administrator pointed out that the reference to 3 campuses is inaccurate, and instead references to 2 campuses and 1 center would be clearer.

Another suggested amendment included changing the wording on pg. 4 to read, “For the IUPUI campus, See Appendix A…” under “B. School of Education Criteria,” at the bottom of the first paragraph.

Result: The motion to approve these changes was put forth by Faculty Affairs, and was seconded by R. Kunzman. The motion was approved.

### **FMLA for Graduate Students (11.29)**

Lara Lackey and Elizabeth Boling shared changes to the previous document which are intended to provide clarification and to bring official policy in-line with informal practice. This would allow students in difficult personal situations to be aware of their options and ensure that they are given equitable opportunities across departments. This is based on a policy that has been in practice in the College of Arts and Sciences and it reflects the direction the University is moving toward. This clarifies the two types of leaves, including a paid leave if an individual has an academic appointment and an unpaid leave, which would allow someone to stop working toward their degree and extend milestones if necessary. Policies and Procedures for applying for these leaves are also outlined.

Discussion and questions ensued. After a lengthy conversation about how the policy would impact Centers and Departments and if the policy was a Bloomington policy or core campus policy Rob Helfenbein said they (IUPUI) were ok with the policy being a core campus policy, but they need to figure out a way for the financial commitments in the contexts of their Centers and no department structure at IUPUI. They need to have further conversations.

Result: The motion to approve these changes was put forth by the Graduate Studies Committee, and was seconded by Russ Skiba. The motion was approved.

### **Graduate Admission Criteria for IUPUI specific masters programs (11.55)**

The document was not available to the Policy Council. Rob Helfenbein will locate documentation.

### **Masters of Science in Elementary Education with a focus on Urban Education (11.56)**

### **Masters of Science in Secondary Education with a focus on Urban Education (11.57)**

### **Masters of Science in Elementary Education with a focus on Early Childhood (11.58)**

### **Masters in Education with a focus on Technology (online) (11.59)**

There is no documentation in P.C. minutes that these program tracks had ever been approved by the Policy Council. There needs to be clarification as to whether the Policy Council is approving tracks or whether it is approving advising sheets.

Results: The PC was unable to address these issues at this meeting. If addressing these issues cannot wait until next fall, an additional May meeting will be necessary, as determined by Rob Helfenbein.

### **Standing Committee Annual Reports**

The Annual Reports are provided by the Chairs of the standing committees of the Policy Council who are invited to the PC meeting to answer any questions the PC members might have about the activities of the standing committees. Ginette Delandshere was concerned about a report from the IUB Grievance Committee, which did not describe the different grievances on the IUB campus and misstated the number of grievances in the report. This report was sent back to the chair of this committee. All other reports were accepted.

**\*\*The meeting was adjourned at 3:00pm\*\***