

Minutes from Meeting
11:00am-1:15pm
Rooms 4112 (Bloomington) and 3138b (Indy)

Members Present: Danielle DeSawal, Elizabeth Boling, Lara Lackey, Samantha Paredes Scribner, Martha Nyikos, Kylie Pepler, and Ray Haynes

Absent: Beth Berghoff, Susie Sloffer, and Ghangis Carter

Staff: Avital Deskalo

Presenters: Ginette Delandshere

I. Review/approval of minutes from April 26th, 2010

A. There were a few mistakes that needed to be corrected on the minutes, such as Samantha's last name, a spelling mistake, and a mistake in the time frame of the meeting.

- *Samantha Paredes Scribner motioned to approve the minutes from the last meeting.*
- *Martha Nyikos seconded the motion*
- *Motion passed*

II. Nominations

A. Danielle DeSawal is running for committee chair.

- *Lara Lackey motioned that Danielle DeSawal be the chair of the committee*
- *Martha Nyikos seconded the motion*
- *Motion passed*

III. Old Business

A. **FMLA-** The committee members raised several important questions, such as what's the policy for students in the SOE who are employed at another location? Is there campus wide policy for this circumstance? Additionally, Kylie Pepler asked how the policy handles students on grants. Danielle DeSawal proposed that Elizabeth Boling leads a subgroup on what the University is doing currently for family leave, and decide if the School of Education should adopt its own policy or adapt the University's. Lara Lackey and Ray Haynes (and possibly Beth Berghoff) volunteered to work with Elizabeth on a subgroup for the policy. This will be discussed further at the October meeting.

B. **Y690-** Y690 was presented to the committee at a previous meeting; however, the committee asked for clarification on points 13 and 16. In regards to section 13, the committee raised concerns about restricting the course instruction to core faculty only, as this course of action is inconsistent with the independent study courses in other advanced programs. The committee decided that Y690 had the same intention as Y590, just at a different level. Therefore, they requested that the current Y690 course description be replaced with the Y590 description, and add the word *advanced*. Susie Sloffer is to make

the recommendation and Ginette will make the final decision. Furthermore, the committee requested clarification on section 16, which concerned the number of times the course can be taken. According to Ginette Delandshere, the intention of the department is that the student can take the credits as many times until the maximum 6 credits are completed.

- *Danielle DeSawal motioned to approve Y690 as a course with check-up on item #13 and #16*
- *Kylie Pepler seconded the motion*
- *Motion passed*

IV. **New Business**

A. **Learning Sciences, Media, and Technology Certificate Approval-** Kylie Pepler proposed a new certificate program which requires students to take four out of five courses that will be offered online starting Summer 2010. The certificate requires a total of 12 credit hours, and one course can be taken outside the major. Two courses, P540 and P507 will be mandatory. One concern that was raised was the requirement of a minimum GPA of 3.0.

- *Danielle DeSawal motioned to approve the certificate upon Susie Sloffer's final review*
- *Martha Nyikos seconded the motion*
- *Motion passed*

B. **P624 Course Description Change Request-** The course description change will include the word *Neuroscience*

- *Martha Nyikos motioned that we approve the course description change*
- *Ray Haynes seconded the motion*
- *Motion passed*

C. **HESA Online Certificate Approval and U556 Course Request-** Danielle DeSawal proposed a HESA online certificate program to cater to employees of higher education institutions who work in student affairs. This certificate might help students to advance to the next pay grade. This program consists of a 9 credit, 12 week summer course. Two of the courses are already in existence (U544 and C565); the third course (U556) is being proposed. Kylie Pepler asked about the graduate certificate requirement of 12 credits. Danielle explained that it says "generally" because it is a 9 credit program. The committee requested that Susie Sloffer review 19a on the course request form.

- *Lara Lackey motioned to approve the HESA Online Certificate*
- *Martha Nyikos seconded the motion*
- *Lara Lackey motioned to approve the New Course Request for U556 upon review and recommendation from Susie Sloffer on 19a*
- *Kylie Pepler seconded the motion*
- *Motions passed*

V. **Discussion Topics**

A. The committee will discuss the Beechler Award and Dissertation Award at the October meeting

- B. Courses Z760 and Z503 were approved but the graduate school requested a rubric.
The rubric was all that was needed for clarification.

The meeting concluded at 1:00 pm.