

Winthrop University Graduate Council Minutes

November 21, 2003
116 McLaurin
2 p. m.

The following members were present: Janice Chism, Vice Chair, Ravinder Bhardwaj, Don Rogers, Heakyung Lee, Susan Green and Jordan Cao. Laurie Carpenter and Sharon Johnson were present. Laura Dufresne, David Weeks and Wilhelmenia Rembert were absent. Also present were Bill Rogers, Brian Lewis, Jonatha Vare, Jennifer Solomon, Marshall Jones and Peggy Hager. Students representatives Robin Poston, College of Business Administration and Jessica Boulware, College of Arts and Sciences, were present. Janice Chism presided.

I Council approved the minutes of the September 26 meeting.

II Council approved the following curriculum actions:

Richard W. Riley College of Education

Center for Pedagogy

Exit Requirements for Master of Arts in Teaching students were approved February 14, 2003.

2002-2004 Graduate Catalog

Student Internship. Students must be formally admitted no later than one full semester prior to student teaching. A disclosure form regarding criminal activity or campus misconduct must be submitted with the application. Students must also complete an application for the semester-long internship prior to the internship and must achieve the South Carolina passing score on the PRAXIS II Specialty Area Examination. Applications are due September 15 for the spring internship and January 15 for the fall internship.

2002-2004 Graduate Catalog

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At the completion of the semester, the program area committee will review the following documents for each intern:

- *1. Scored Rubrics for Final Portfolio Documents (EDUC 695)**
- 2. Internship Evaluations (Midterm & Final)**
- 3. Scored Rubric for Unit Work Samples (EDUC 690)**
- 4. Teacher Education Professional Dispositions and Skills Form(s) if appropriate**
- 5. GPA**

The following signatures will be on the recommendation for exit from the program:

- 1. Program area designee**
- 2. Department chair in major**
- 3. Director of the Center for Pedagogy**
- 4. EDUC 695 faculty member**
- 5. University supervisor**
- 6. Mentor teacher from the final internship (optional)**
(If there is a discrepancy, the mentor teacher may be asked to sign the recommendation also).

A signed recommendation for exit from the program is required in addition to items specified for program completion in the graduate catalog.

***The program area committee will review EDUC 695 scored rubrics (final portfolio documents), EDUC 690 scored rubrics (Unit Work Samples), and comments on each. In cases of unsatisfactory performance, the entire Portfolio and/or Unit Work Sample will be reviewed.**

A passing score at the multistructural level is required.

As noted in the graduate catalog, maintenance of a 3.0 grade point average is required.

Note: Program area is defined as the NCATE area of licensure for the candidate. The program area committee should be comprised of three full-time faculty members. If the program area has less than three full-time faculty, other teacher education faculty must be invited. Non-voting ad hoc participants may be invited as deemed necessary.

ADD: EDUC 641, Tools of the Educational Technologist, 3 hours
 EDUC 642, Strategies for Effective Application of Assistive Technology to Promote Learning, 3 hours
 EDUC 643, Educational Technology Planning and Evaluation, 3 hours

Department of Counseling and Leadership
 Master of Education in Educational Leadership
CHANGE: Admission Requirements

2002-2004 Graduate Catalog

Admission Requirements. Applicants requesting admission to the Master of Education degree program in educational leadership must hold a bachelor's degree from an accredited college or university and must meet the following requirements to be eligible for consideration:

1. Submit the Application for Graduate Admission including a statement of goals;
2. Submit a verified copy of a current South Carolina State Department of Education Class III Professional Certificate or the equivalent from another state;
3. Submit evidence of three years of teaching experience;
4. Have an undergraduate grade-point average of 2.75 on a 4.0 scale in the last 60 hours of the student's undergraduate course work;
5. Submit an official score of 900 or above on the General Test of the Graduate Record Examination (verbal and quantitative portions) or an official score of 38 or above on the Miller Analogies Test (MAT);
6. Present four letters of recommendation to include a recommendation from the applicant's current principal, current superintendent and a colleague; and
7. Complete a pre-entrance assessment based on the 21 standards of the National Policy Board for Educational Administration.

Admission to the graduate program in educational leadership is based upon the faculty's recommendation to the Chair of the Department of Counseling and Leadership. The faculty considers all of the requirements previously listed in addition to the candidate's application, career goals and previous accomplishments. No one criterion will exclude a candidate from consideration for admission.

2004-2006 Graduate Catalog

Admission Requirements. Applicants requesting admission to the Master of Education degree program in educational leadership must hold a bachelor's degree from an accredited college or university and must meet the following requirements to be eligible for consideration:

- 1. Submit the Application for Graduate Admission including a statement of goals;**

2. **Submit a verified copy of a current South Carolina State Department of Education Class III Professional Certificate or the equivalent from another state;**
3. **Submit evidence of three years of teaching experience;**
4. **Have an undergraduate grade-point average of 2.75 on a 4.0 scale in the last 60 hours of the student's undergraduate course work; graduate GPA may be used in lieu of undergraduate, or both may be utilized;**
5. **Submit an official score of 900 or above on the General Test of the Graduate Record Examination (verbal and quantitative portions) or an official score of 38 or above on the Miller Analogies Test (MAT);**
6. **Present two recommendation forms, including a recommendation from the applicant's current principal, or person in a supervisory capacity for the applicant, and the other form from the applicant's current superintendent or superintendent designee (e.g. area superintendent); and**
7. **Prior to admission decisions, each student must complete the following assessments:**
 - a. **interview**
 - b. **presentation**
 - c. **portfolio**
 - d. **writing sample.**

Admission to the graduate program in educational leadership is based upon recommendation of the faculty and the admissions committee, who recommend based upon the cumulative admission score of the applicant. The admissions committee considers all the admissions requirements listed; no one criterion will exclude a candidate from consideration for admission. The recommendations are then forwarded to the Chair of the Department of Counseling and Leadership for further action.

Students applying for admission to the program must submit their application materials to the Graduate Studies Office by February 1. Pre-entrance assessments will be conducted February - March. Admissions decisions will be made by March 15. Students who are admitted to the program will begin their course work in leadership in the fall of the following year. Applicants submitting incomplete materials after the February deadline will not be considered for the fall cluster.

Department of Curriculum and Instruction

Change: SPED 626, Teaching Students with Mild Disabilities in the Classroom, 3 hours

College of Arts and Sciences

Department of Sociology

ADD: SOCL 525, Sociology of Law, 3 hours

III Council approved the following for membership in Graduate Faculty Assembly

Richard C. Riley College of Education

Dr. Carol A. Marchel, Assistant Professor, Center for Pedagogy
PhD, University of Tennessee at Knoxville

Council tabled the following for membership in Graduate Faculty Assembly

College of Arts and Sciences

Dr. Jennifer Leigh Disney, Assistant Professor, Department of Political Science
PhD, City University of New York

College of Business Administration

Dr. Anne Olsen, Assistant Professor, Department of Computer Science
PhD, University of North Carolina at Charlotte

Nomination for the following was withdrawn

College of Visual and Performing Arts

Laura C. Gardner, Assistant Professor, Department of Art Education
MS, Bank Street College, Parsons School of Design

IV Graduate Council discussed nominations for Chair of Graduate Faculty Assembly. Nominees to be in by January 2004.

V Reports

Bill Rogers updated the Council on revisions to the Thesis Guidelines. He hopes to have the revisions completed in a few weeks

In Dr. Rembert's absence, Sharon Johnson reported on the upcoming review of graduate programs as stated in the Vision of Distinction. Council members were asked to submit additions/changes for the guidelines to Dr. Rembert

VI Old Business

Council adjourned at 3:15 p.m.

Sharon B. Johnson, Secretary