



**Faculty Meeting for Graduate Programs
April 29, 2011
TJM105**

Present: Greg Seay, Mark Beischel, Gina Bittner, Tony Citrin, Mary Goebel-Lundholm, Sheri Grotrian, Christy Hutchison, Liz Kearney, Ellie Kunkel, Johann Murray, Kristi Preisman, Judy Ruskamp, Kyle Ryan, Linda Staples, Greg Zost, Loretta Zost

1. Welcome

Dr. Seay thanked faculty for a good year and presented faculty with a wafer flash drive. He explained that the flash drives have been purchased to send to new students enrolled in the Graduate Programs. The flash drives will be loaded with a welcome to Peru State College, required forms, and other important information.

2. Course videos

- a. Introduction for every graduate course – Dr. Seay asked faculty to double-check each introduction and update information as needed.
- b. Encourage more use of voice overlays and/or video embedding
- c. Excellent use for case studies
- d. Cameras? If anyone wants a camera for their office computer, please contact Linda Staples immediately to be ordered out of this year's budget.

3. MSED update on new standards

Dr. Preisman explained that the standards were presented to the School of Education and needed a few more changes which have been made. Dr. Kupper will add the standards to LiveText for fall 2011 semester.

The new rubric will be included in the Graduate Programs 2011-2012 catalog which will be completed and added to the Graduate Programs web site this summer.

4. How to succeed in graduate school

Dr. Citrin will add voice over to the document this summer.

5. Mary Goebel Lundholm – International experience course opportunity presentation

Dr. Lundholm presented the course syllabus for 'Sustainable Development in the International Market: China' for a special topics course offering. Dr. Citrin made a motion to approve the course, seconded by Dr. Beischel. Discussion followed. Motion approved.

The course will be presented for approval to the School of Professional Studies.

6. Required MSOM exit survey and comp. exam

The Exit Survey for MSOM students is required effective Spring 2011 semester. A comprehensive exam will be required effective Fall 2011 semester.

7. Summer courses – hand out

Dr. Seay stated a minimum of 10 is the enrollment limit for a course to be offered for summer 2011. Where multiple sections of a course are offered, enrollments will be evened out. One section of Educ 602 – Statistical Methods and Data Analysis still needs an instructor. Please contact Dr. Seay if interested.

8. Boxley update

Thirty-four applications have been received for the 10 full-ride Ken Boxley Scholarships. The committee will meet and forward recommendations to Dr. Seay.

9. EETP update

The Enhanced Excellence in Teaching Program, a tuition remission program, has been discontinued for the next two years.

10. Commencement Table for Grad Students

Graduate Programs personnel will have a table set up near the east wall of the gymnasium and have invited graduate students to stop following the commencement ceremony by for a short meet and greet session prior to the reception on the quad. Faculty are invited.

11. Updated shells due dates:

Fall	July 1
Spring	Nov. 1
Summer	April 1

Educ 530 has been changed from Ellie Kunkel to Liz Kearney. If teaching a course in which a faculty is not responsible for the shell, faculty must follow the shell contents. If a faculty wishes to veer substantially from shell contents, please visit with Dr. Seay.

Reminders:

- a. Textbook: Please double check ISBN and edition information on graduate web page
Fall and Spring coming up – we will send out
- b. Syllabi: Need all syllabi sent to Jessica Stanley ASAP
- c. Testimonials have been added to the Graduate Programs web site and will be changed every other month.
- d. Drs. Crook and Lundholm have received notice of an appeal for teachers, their families, their students, and the students' families who are victims of the storms in Alabama. Please contact either for making a donation.
- e. New faculty who will be teaching for Graduate Programs will be Gina Bittner, Elina Ibrayeva, and Evi Wusk.

Meeting adjourned.