

GOVERNANCE COMMITTEE MEETING SYNOPSIS
September 21, 2012 – 12 Noon-3:00 PM
Loyola 303

Committee members present: John Gardiner, Tana Hasart, Van Hutton, Michael Silver, Laurie Stevahn, Jeremy Stringer

Guests present: none

Discussions held and decisions made:

1. The committee selected a regular meeting time that coincides with COE faculty meetings for 2012-13: October 19, November 16, and December 7, 2012; January 25, February 22, March 22, April 26, and May 24, 2013. All meetings will be held from 9-11 AM in Loyola 204.
2. Department business included three items:
 - a. Work for this year will include re-constituting the Advisory Board. The Governance Committee will begin drafting material related to the selection of board members. Board functions are described in the EDLR Visioning Report and will guide the work of the group.
 - b. A decision was made to host an event on the SU campus that provides EDLR students and alumni an opportunity to present their research. This event will replace the Seattle University/Gonzaga University Leadership Conference for this year. A letter to Gonzaga will be drafted thanking them for their partnership and explaining the circumstances that served as the basis for this year's decision.
 - c. Discussion was held regarding EDLR 612 and 614. The goal of moving to an EDLR 614 option would be to offer students regularly scheduled dissertation/research support after they have finished their third year of studies but prior to dissertation defense. John Gardiner and Van Hutton will draft a proposal and supporting documents for consideration by the Governance Committee.
3. Department discussion was held regarding current admissions standards, early matriculation into the program, the general concentration, professional studies, advising, and internships.
 - a. It was decided to maintain the 3.25 minimum GPA for this year. Students will be required to take the GRE if their GPA is lower than 3.25 or if they have completed graduate studies through an ungraded mode. TOEFEL score requirements will remain the same. Committee members will look at statistics from this year's cohort to determine if admission criteria changes are warranted for the 2014 admissions cycle.
 - b. Students are matriculated into the EDLR program beginning with their summer enrollment. As has been past practice, post-graduate credit will be accepted for the program according to the criteria specified in the EDLR Student handbook.

- c. The general concentration will remain in place this next year while a sufficient number of additional concentrations are developed (e.g. Theology, Non-profit, Public Administration, Nursing, and Business).
 - d. Discussion focused around the professional studies portion of the general concentration. Efforts will be made to ensure this area (finance, law, and human resources) is explicit and focused for those students in the general concentration.
 - e. Advising will be done by EDLR program faculty. Programs of study for K-12 and higher/adult education will be reviewed by program faculty and signed off by the EDLR Director.
 - f. There is a need to more clearly standardize internships across all concentration areas. Current EDLR and concentration forms and process guides will be reviewed in light of the need to align with certificate and program requirements, complete field visits, and ensure appropriate learning outcomes and mentorship occurs.
- 4. Discussion was held regarding filling the replacement faculty line currently vacant. Committee members recommended steps be taken now to draft a position description and announcement. Material from previous hiring processes will be reviewed, and then a draft provided to committee members for review
 - 5. A marketing campaign has been created for EDLR. A graduate open house (October 19) and an information session (November 13) are scheduled. Program deadlines remain December 1, 2012 for early consideration and February 1 for priority consideration.

The meeting was adjourned at 2:30 PM.