<table>
<thead>
<tr>
<th>DUE DATE</th>
<th>REPORTS &amp; FORMS DUE</th>
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| February 1 | • Modifications to Existing Academic Program Proposals ([appendix 9](#))  
               • New Academic Unit Proposals ([appendix 12](#))  
               • Modifications to Existing Academic Unit Proposals ([appendix 13](#)) |
| March 19 | • Authorizations to Plan New Degree Programs, *Round 1* ([appendix 7](#))  
               • May Graduates (*submit to Commissioner* with other April Board Items) |
| June 1 | • Post Tenure Review Reporting Form ([appendix 14](#))  
               • Tenure Reporting Form ([appendix 15](#)) |
| June 15 | • August Graduates (*submit to Commissioner* with other July Board Items)  
               • Modifications to Existing Academic Unit Proposals ([appendix 13](#)) Academic  
               • Productivity Review Proposals ([appendix 5](#))  
               • New Academic Program Audit Proposals ([appendix 6](#)) |
| July 2 | • Modifications to Existing Academic Program Proposals ([appendix 9](#))  
               • Report of Intent to Offer an Existing Program by Distance Learning ([appendix 10](#))  
               • New Academic Unit Proposals ([appendix 12](#)) |
| August 1 | • Accreditation Reporting Form ([appendix 3](#))  
               • Authorizations to Plan New Degree Programs, *Round 2* ([appendix 7](#))  
               • Institutional Organizational Charts |
| September 4 | • New Degree Program Proposals, *Round 1* ([appendix 8](#))  
               • Off-Campus Academic Programs Report ([appendix 11](#)) |
| October 1 | • Report of Intent to Offer an Existing Program by Distance Learning ([appendix 10](#)) |
| October 22 | • December Graduates (*submit to Commissioner* with other November Board Items) |
| December 3 | • New Degree Program Proposals, *Round 2* ([appendix 8](#))  
               • Report on Active Academic Programs under Stipulation (no form, report via letter) |

School of Education
Administrative Leadership Council
January 11, 2012

Present: All members present

1. SOE View Book
   Ed Leadership Department has not submitted their information. The new Communication Specialist will take on this project.

2. SOE Retreat
   January 18 at the Oxford Conference Center

3. IRIS Connect
   Located in 8 places and working in 6. 1 stolen at North Panola

4. SOE Conceptual Framework and Dispositions
   Goal to adopt and approve IMAGINE INNOVATE INSPIRE

5. Communications Specialist Interviews

6. Curriculum and Policy
   Next meeting January 17, 2012

7. Student of the Month
   Would like to recognize one student each month

8. Curriculum and Instruction to Teacher Education
   Proposed new name for Curriculum and Instruction

9. IHL Dates (see attachment)
Present: David Rock, David Abernathy, Tim Letzring, Sarah Blackwell, Susan McClelland, Ryan Niemeyer, Kelli Cofer, Carol Hopkins, Whitney Webb

1. Each Program Area needs to create nine dispositional items that reflect our nine themes for the conceptual framework

   Imagine: Equality, Excellence, Caring
   Innovate: Collaboration, Practice, Assessment
   Inspire: Professionalism, Transformation, Leadership

   Items to be placed in rubric
   Due summer (5/15/2012)

2. Student of the Month

   No names have been submitted as of current date

3. NCATE Review

   a. IR will be completed by Kaye by August 1, 2012
   b. SPA Reviews need to be completed by June 30, 2012

   These reviews are not actually due until September/October. Dr. Rock would like someone identified to get this project done. Person taking on this task will have teaching load lessened, and financial support will be provided.
   Plan is to have someone identified by March meeting

Other business:
Dr. Rock signed memorandum to “teach live”. Hoping to use Guyton 312 or 313 as possible locations. Mark Ortwein has agreed to pilot program. 4 students will teach in a 1 hour block. Each will receive 3 evaluations, plus 1 self evaluation.

Adam Pugh @ Lafayette has agreed to allow IRIS cameras in classroom for purpose of watching teachers in classroom. Adan has both a 1st & 6th grade teacher willing to participate.

Next meeting scheduled for March 8, 2012, @ 10:00