
I. Call to order by Dr. Amy Wells Dolan

II. Discussion and Decision-Making on Proposed Initiatives

A. LCE Department

Higher Education (Holleman)

i. Approve EDFD 721: Recent Developments in Educ. Practice course addition to EDHE 721: Recent Developments in Educ. Practice. (To create a separate class with EDHE 721 course prefix to accommodate Ph.D. in Higher Ed students. (Holleman)

ii. Approve the proposed course EDHE 305 – Transfer Experience. Attached is the EDHE 305 course syllabus. (Holleman)

Question: Dr. Whitney Webb asked how would the class restrict non-transfer students from enrolling. She wasn’t sure if SAP is coded to recognize transfer students.

Response: Dr. Wells Dolan recommended adding For Transfer Students Only. Not sure about SAP, but Dr. Dewey Knight would need to research.

Dr. Denise Soares made motion to approve presented items related to EDFD 721 and EDHE 305. Dr. Ryan Niemeyer seconded the motion. All voting members present approved all items.
Educational Leadership masters/specialist program courses (Bartee)

iii. Add the following Pre-requisite to EDLD 671, EDLD 674, EDRS 673, EDLD 641, EDLD 642, and EDLD 676:

1. "Admission to educational leadership program or instructor approval"

iv. Add the following prerequisite to EDLD 721 and EDLD 750

1. Education major or instructor approval

Dr. Ryan Niemeyer presented items to committee due to Dr. Bartee’s absence.
Dr. Niemeyer made motion to approve items.
Dr. Denise Soares seconded the motion.
All voting members present approved all items.

B. Teacher Education Department: No new business items presented

C. New Business: No new business

Meeting adjourned at 10:20 a.m.
POLICIES GOVERNING THE RECOMMENDATION FOR THE AWARD OF
TENURE AND PROMOTION IN THE SCHOOL OF EDUCATION

The tenure and promotion recommendation policies contain criteria with regard to research and creative/scholarly achievement, teaching, service, external evaluation, and professional relationships. The criteria are not meant to be rigid standards. Their attainment does not guarantee tenure or promotion by the University, and their lack of attainment does not preclude a recommendation in favor of tenure or promotion. The criteria are intended to serve as minimal expectations to guide departments in their professional judgment of individuals. The criteria also can guide the individual in deciding if he or she is eligible to apply for tenure and/or promotion. Additionally, satisfactory reports from external evaluators are critical to an overall judgment in favor of the candidate and will be required. These policies supplement the language of the applicable policies of the University. Departmental autonomy of judgment remains; although this document is for the unit, tenured departmental faculty, rather than all School of Education faculty, will vote as to the appropriateness of an applicants’ credentials.

Criteria for Tenure and Promotion from the Rank of Assistant Professor to Associate Professor:

I. Research and Creative/Scholarly Achievement

   The faculty member will provide evidence of:

   A. Publications in refereed or other scholarly professional journals with international, national, or regional reputations. These publications should be during the individual's period of employment in a professorial rank at The University of Mississippi. If the candidate brings a record of scholarly activity, the requirement of a publication record while employed at The University of Mississippi may be modified. Publication of a book shall be considered as equivalent to authorship of multiple journal articles. Authorship is recognized whether or not the individual is the senior author.

   and

   B. Examples of other activities, including papers read at scholarly conferences, editorial work for publications, receipt of research grants or contracts that support continued research, and publication of manuals, media materials, or articles in state journals. Across the activities, different levels (state, regional, national, and international) must be represented.

   In the event that a candidate's scholarly work has contributed significantly to changes in the knowledge base and/or the practice of the candidate's profession, or has had a significant influence on the society at large, then the requirement of scholarly activities expected may be modified.
II. Teaching

The faculty member will demonstrate quality teaching as evidenced by:

A. Evaluation by students using The University of Mississippi evaluation instrument.

and

B. Joint evaluation by the department chair and a tenured faculty member each semester. The evaluation will require a conference after each observation, during which strengths, weaknesses, and recommendations would be discussed. Information from other sources, e.g., data from student interviews and examination of course materials, may also be used in the evaluative process. Additional classroom evaluations will be held if circumstances require them.

and, for example,

C. Advising of students, the candidate's ability to motivate a wide range of students, development of new instructional techniques and teaching materials, publication of books, or other materials which contribute to teaching, direction of dissertations and theses, receipt of educational contracts that support teaching, and teaching awards.

III. Service

The faculty member will exhibit application of professional expertise through service activities. The specific expectations are:

1. Instances of service activities that include performance in some of the following categories of activities: consultantships, clinical activities, service to professional organizations, and other forms of funded and unfunded public service. Service activities might also include off campus teaching, if overloads, and contributions to University, School, or departmental governance.

IV. External Evaluations

A. Evaluation of the candidate's research and creative/scholarly activities by five professional colleagues outside the University will be required. Two external evaluators will be selected by the candidate, with others to be selected by the department chair. The majority of these external evaluations should be favorable.

and

B. The candidate will be responsible for preparing a dossier to be sent to the outside evaluators which shall be the same as the set of materials sent to the University personnel considering the candidate for tenure.

V. Professional Relationships

The faculty member will exhibit ethical behavior
Criteria for Promotion from the Rank of Associate Professor to Professor:

I. Research and Creative/Scholarly Achievement

The faculty member will provide evidence of:

A. Publications in refereed or other scholarly professional journals with international, national, or regional reputations. These publications should be during the individual's period of employment in a professorial rank at The University of Mississippi. If the candidate brings a record of scholarly activity, the requirement of a publication record while employed at The University of Mississippi may be modified. Publication of a book shall be considered as equivalent to authorship of multiple journal articles. Authorship is recognized whether or not the individual is the senior author.

and

B. Examples of other activities, including papers read at scholarly conferences, editorial work for publications, receipt of research grants or contracts that support continued research, and publication of manuals, media materials, or articles in state journals. Across the activities, different levels (state, regional, national, and international) must be represented.

In the event that a candidate's scholarly work has contributed significantly to changes in the knowledge base and/or the practice of the candidate's profession, or has had a significant influence on the society at large, then the requirement of scholarly activities expected may be modified.

II. Teaching

The faculty member will demonstrate quality teaching as evidenced by:

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B. Joint evaluation by the department chair and a tenured faculty member each semester. The evaluation will require a conference after each observation, during which strengths, weaknesses, and recommendations would be discussed. Information from other sources, e.g., data from student interviews and examination of course materials, may also be used in the evaluative process. Additional classroom evaluations will be held if circumstances require them.

and, for example,

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The faculty member will exhibit application of professional expertise through service activities. The specific expectations are:

Instances of service activities that include performance in some of the following categories of activities: consultancies, clinical activities, service to professional organizations, and other forms of funded and unfunded public service. Service activities might also include off campus teaching, if overload, and contributions to University, School, or departmental governance.

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V. Professional Relationships

The faculty member will exhibit ethical behavior

The faculty of the School of Education will review this document annually and will modify it as necessary.

November 3, 1988
<table>
<thead>
<tr>
<th>Action</th>
<th>Published Deadline</th>
<th>Date completed or Forwarded</th>
<th>Signature of Responsible Individual</th>
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<tbody>
<tr>
<td>Submission of Dossier</td>
<td>September 1</td>
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<tr>
<td>Departmental Meeting</td>
<td>Prior to November 21</td>
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<td>Departmental recommendation to Dean</td>
<td>November 21</td>
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<tr>
<td>Dean's recommendation to Graduate Dean</td>
<td>December 10 (T)</td>
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<td></td>
<td>January 3 (P)</td>
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<tr>
<td>Graduate Dean's Recommendation to Vice-Chancellor for Academic Affairs</td>
<td>January 15</td>
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Model Syllabus

THE UNIVERSITY OF MISSISSIPPI

DEPARTMENT OF LEADERSHIP & COUNSELOR EDUCATION

COURSE: EDHE 305 – Transfer Experience. This course is designed to help transfer students adjust to the university setting, develop a better understanding of university learning, and expand on their major/career explorations. The course also focuses on the mission, values, and constituencies of a comprehensive public university, and to the ethical and social concerns related to its functions. (3)

Instructor:

Name R. Dewey Knight
Office # 350 Martindale Student Services Center
Office Phone # 662-915-1166
Office Hours 8 AM to 5 PM, M-F

E-mail Address rdknight@olemiss.edu

I. REFERENCES:

Primary Text:

_The Ole Miss Experience (3rd Ed)_ edited by Leslie Banahan
Note: There will be a supplement to text with content relevant for Transfer Students

Supplemental Text:


Common Reading:

TBD

Other Course Materials

All students will be provided an academic planning calendar to bring to each class meeting, along with a notebook, pen or pencil and highlighter.

Class assignments, calendar of events, documents, announcements, and grades will be posted online in Blackboard. Communication from the instructor will be by e-mail to your go.olemiss.edu
B. Examinations

There will be three exams plus a final comprehensive exam in this class. Each exam will be worth 50 points. The final exam will be worth 100 points. Examinations will come from anywhere and everywhere - class discussions, assigned readings, handouts, text readings, the student newspaper, and guest lecturers. Preparation is your responsibility. Exam format will be true/false questions, short answer questions, multiple choice questions, and essay questions. (250 points total)

C. ePortfolio Submissions

All students will be required to submit 10 ePortfolio entries relating to personal experiences and campus/local events during the semester. These must be 10 different topics and must be pre-approved by the instructor in each of the following areas:

- Time management: planning your personal schedule
- Rebel Run
- Creed Week Event
- One Instructor Selected Tour Event
- One Instructor-Selected Campus-wide Lecture, Program, Etc.
- One Athletic event (one men’s or one women’s SEC sport)
- One Social event (student activities, football games, concerts, etc.) Must be University sponsored.
- One Cultural event (museum exhibit, lecture, art exhibit, film series, etc.)
- One Ethnic event (any event sponsored by a different race or culture)
- One Volunteer event - where you decide to volunteer somewhere and work for no pay helping to do something for the good of the University, Community, Church, Civic Organization, etc. You must work at least 3 hours.

Within a week following each event the student will submit an ePortfolio entry. These submissions will require discussion and reflection on personal experiences. Assignments could also require pictures or other artifacts from the related activities. The submission will require a minimum of 250 words. The entry should be light on the description part and heavy on the reaction/feeling part. (10 points per paper, 100 points total)

D. Personal Journal Submissions

Each student will submit 3 journal writings (250 words minimum) during the semester, a maximum of 1 per week. Each journal will be submitted to the instructor via e-mail. To fulfill this requirement, the student must activate his or her e-mail account at the University and send the e-mail from that account. If you do not have a computer, you can check and send e-mail from any computer on campus. Each journal is worth a maximum of 10 points and will be graded by how well you express your moods, emotions, feelings, reactions, and decisions about college life. You will receive a poor grade for journals that are only descriptive in nature, i.e. “... and then we went to _______ and got really _______ and that was great because _______ and then we _______ and came home.” All journal submissions will remain confidential. (3
K. Grading Summary

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<th>Component</th>
<th>Points</th>
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<tr>
<td>Examinations</td>
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<tr>
<td>Reflective Response Papers</td>
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<td>Personal Journal Submissions</td>
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<td>Class Participation</td>
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<td>Visits with Instructor</td>
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<td>Common Reading Project</td>
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<tr>
<td>Term Project</td>
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<tr>
<td>Total</td>
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</tbody>
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Grades will be based on the following point totals:

750 - 675 points = A  
674 - 600 points = B  
599 - 525 points = C  
524 - 450 points = D  
449 and below = F

L. Course Outline

Class #1: Introduction, syllabus review, course requirements  
Class #2: Welcome to Ole Miss: Transitioning to campus life (Chapter 1)  
Class #3: Civility and the University Creed (Chapter 2)  
Class #4: Time management (Chapter 3)  
Class #5: Academic Success (Chapters 7, 9, & 11)  
Class #6: Academic advising (Chapter 12)  
Class #7: PTK student panel  
Class #8: Tour of Martindale Hall  
Class #9: Learning styles (Chapter 4)  
Class #10: Active listening and effective note making (Chapter 5)  
Class #11: Exam #1  
Class #12: Our library (Chapter 6)
Class #36  Physical fitness (Chapter 26)
Class #37  Tour of the Turner Center
Class #38  Finding your way: career exploration (Chapter 27)
Class #39  Tour of the Career Center
Class #40  Resumes, cover letters, and interviews (Chapter 27 continued)
Class #41  What’s Next: life after graduation

Final Exam