

Date: July 16, 2012  
To: Members of the College of Education  
From: David H. Monk  
Re.: Update on the Implementation of a New Model for Coordinating the Development and Delivery of Curricular Content in the College of Education

I want to thank Glen Blume, Jackie Edmondson, David Gamson, Richard Hazler, and Priya Sharma for their willingness to help the College refine and improve the model we are developing for coordinating our curricular offerings. They met several times during the latter part of the spring semester and their counsel has proven to be very helpful.

I also want to thank the Department Heads in the College and the faculty members who have been serving as PIC's for their help during this year of transition. The Faculty Council has also been very helpful in this effort during the past year, and the Council's voice will continue to be helpful as we take the next steps toward implementing the model.

For the 2012-2013 academic year, I am pleased to announce the following appointments to the roles of Director of Graduate Studies, Graduate Program Coordinator, and Undergraduate Program Coordinator:

### **Curriculum and Instruction**

Director of Graduate Studies: Glen Blume

Emphasis Area (Graduate Program) Coordinators:

Early Childhood Education—Jim Johnson

Curriculum and Supervision—Jim Nolan

Language, Culture, and Society (LCS)—Gail Boldt

(includes LLED, SSED, and WLED)

Mathematics Education—Rose Zbiek

Science Education—Bill Carlsen

Undergraduate Program Coordinator for Childhood and Early Adolescent Education (CEAED)—Gwen Lloyd

Undergraduate Program Coordinator for Secondary Education—Fran Arbaugh

### **Education Policy Studies**

Director of Graduate Studies: David Baker

Graduate Program Coordinators

College Student Affairs—Jackie Edmondson (Acting)

Educational Leadership—Preston Green

Educational Theory and Policy—Mindy Kornhaber

Higher Education—Roger Geiger

Dual Title Degree in Comparative and International Education—David Baker

Undergraduate Program Coordinator for Education and Public Policy – David Gamson

### **Educational Psychology, Counseling, and Special Education**

Director of Graduate Studies: Brandon Hunt

Graduate Program Coordinators:

Counselor Education—Richard Hazler

Counseling Psychology—Kathy Bieschke

Educational Psychology—Robert Stevens/Rayne Sperling

School Psychology—Jim DiPerna

Special Education—Rick Kubina

Undergraduate Coordinator for Rehabilitation and Human Services—Brandon Hunt

Undergraduate Coordinator for Special Education—Rick Kubina

### **Learning and Performance Systems**

Director of Graduate Studies: Kyle Peck

Graduate Program Coordinators

Adult Education—Esther Prins and Gary Kuhne

Instructional Systems—Simon Hooper

Workforce Education—Rich Walter

Note: There is a highly specialized undergraduate program in LPS that is handled through the Professional Personnel Development Center. The current arrangement is working well and no changes are anticipated.

The deliberations of Glen Blume, Jackie Edmondson, David Gamson, Richard Hazler, and Priya Sharma along with the input that has been provided by the Faculty Council have led to several refinements in how we are thinking about the role that will be played by the Directors of Graduate Studies. What follows is the latest description of these responsibilities:

#### Primary Goals for the Directors of Graduate Studies

1. Enhance graduate education and graduate student experiences in the Department and the College.

Identify potential problems/solutions (e.g., admission, recruitment, enrollment, retention, graduation rates, enrollment from underrepresented groups, etc.)

Look for ways to increase revenue streams (e.g., enrollments in professional master's degree programs, World Campus program delivery opportunities, coordination with undergraduate offerings, etc.)

Assure high quality learning experiences for graduate students.

2. Lead and expedite curriculum work in the Department, inclusive of the interface with the undergraduate curriculum.

Lead the curricular development process by

- a) strengthening coherence across program offerings within the Department;

- b) offering assistance to colleagues who are developing new course and/or course change proposals by conducting the initial review of draft proposals;
  - c) monitoring the curriculum review process to make sure proposals move through the various reviews in a timely fashion;
  - d) offering assistance to colleagues by helping to interpret whatever feedback is received from the curricular review process;
  - e) being attentive to the interface with undergraduate curricular offers and developing strong designs for IUG programs;
  - f) chairing the department curriculum committee and serving as a member of the College Curricular Affairs Committee;
  - g) monitoring the incidence of special topics and under-enrolled courses; and
  - h) being attentive to curriculum design/coherence issues across departments in relation to College and University goals.
3. Facilitate communication between the Department, the Dean's Office, the Graduate School, and the World Campus related to curriculum and graduate program offerings.

We have also refined the terms and level of compensation that will be offered for the Directors of Graduate Studies position. The Directors will be tenured members of the faculty, will hold a 3 year (renewable) term, will be nominated by the relevant Department Head on behalf of the Department faculty, and will be approved by the Dean. The annual career conference for the Directors will be conducted by the relevant Department Head in concert with the Dean's office and will include discussion and reporting of progress toward Department goals.

The four Directors will each receive: \$400 in travel support in addition to their normal Department allotments; one course release per year; summer compensation in the amount of three weeks of base salary; and professional development opportunities that become available.

#### Graduate and Undergraduate Program Coordinators

Graduate Program Coordinators will each receive \$400 in travel support in addition to their normal Department allotments. Graduate Program Coordinators for programs that are particularly large and complex in addition will receive one course release per year.

Undergraduate Program Coordinators will also each receive \$400 in travel support in addition to their normal Department allotments. Additional compensation in the form of a course release and summer salary will also be provided according to a sliding scale based on the program's size and complexity.

Graduate as well as Undergraduate Program Coordinators will be tenured members of the faculty, will hold a 3 year (renewable) term, will be nominated by the relevant Department Head on behalf of the Department faculty, and will be approved by the Dean. The annual career conference for the Coordinators will be conducted by the relevant Department Head in concert with the Dean's office and will include discussion and reporting of progress toward Department goals.

Based on a review of metrics such as enrollment levels, numbers of faculty, numbers of degrees offered, need for coordination with Penn State campuses, and the presence of multiple options within degree programs, and recurring licensure and accreditation issues, the following extra compensation will be offered to faculty members serving as Coordinators for 2012-2013. These allocations will be subject to annual review. Note: Base = a \$400 annual travel allowance enhancement.

#### Curriculum and Instruction

Graduate Program Coordinators for all Emphasis Areas—base

Undergraduate Program Coordinator for Childhood and Early Adolescent Education (CEAED)—base plus a course release plus four weeks of summer salary (rationale: significantly large size, recurring coordination issues with PSU campuses, multiple options within the degree, and recurring licensure and accreditation issues)

Undergraduate Program Coordinator for SEC ED—base plus a course release plus two weeks of summer salary (rationale: large size, recurring coordination issues with PSU campuses, multiple options within the degree, and recurring licensure and accreditation issues)

#### Education Policy Studies

Graduate Program Coordinators for all Graduate Programs—base

Undergraduate Program Coordinator for EPP—base

#### Educational Psychology, Counseling, and Special Education

Graduate Program Coordinators for CNPSY, EDPSY, S PSY, SPLED—base

Graduate Program Coordinator for CN ED—base plus a course release (rationale: large size and multiple options with the degree)

Undergraduate Program Coordinator for Rehabilitation and Human Services (RHS)—base plus a course release plus two weeks of summer salary (rationale: large size and increasing coordination issues with PSU campuses)

Undergraduate Program Coordinator for SPLED—base

#### Learning and Performance Systems

Graduate Program Coordinators—base

Again, I wish to thank Glen Blume, Jackie Edmondson, David Gamson, Richard Hazler, and Priya Sharma for their insights. I also wish to note that I have modified a number of their recommendations. Perhaps the most significant departure involves my discomfort with the idea of allowing each department to decide how it wishes to distribute summer salary and course releases between the director and the coordinators. In my view, this is a time when we need a common structure across all four of our departments. This said, the new model is a work in progress and we will continue to refine its design as we gain experience with it. Comments and questions are welcome at any time. Many thanks.

xc.: B. Bowen  
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