

July 15, 2009

To: Kathleen Enz Finken and Rebecca LeDocq  
Provost Faculty Senate Chair

From: Daniel Duquette, Emily Johnson, Bruce Riley

Re: Recommendations on the role of the School of Education (SOE) Director in personnel actions

Recommendations regarding a definition of SOE faculty and the SOE Director's role in the hiring and review of SOE faculty are being submitted to the Provost and the Faculty Senate Executive Committee to begin faculty governance review of the recommendations. These items were developed to partially address an issue of non-compliance with Wisconsin Educator Preparation and Licensing Administration Rules identified in the recent Wisconsin Department of Public Instruction's review report on the UW-La Crosse education programs.

Provost Enz Finkel charged the committee (Daniel Duquette, Emily Johnson, Bruce Riley) with clarifying the role of the director in personnel processes. The committee developed recommendations, and then revised the recommendations, based on a review by academic department chairs, into the final form below.

Definition of SOE Faculty. A School of Education faculty member is an individual specifically hired as a teacher educator: an individual whose primary role is in a teacher education program that requires Wisconsin Department of Public Instruction (DPI) program approval or an individual who teaches required teacher education methods courses. Methods courses are those that focus on helping students learn how to teach.

Role of the SOE Director in Hiring SOE Faculty. The School of Education Director should consult with the Search and Screen Committee (or other departmental body that creates the position description) on appropriate language that assures that candidates are qualified to deliver and maintain DPI approved programs. The Director should also be invited to meet with the finalists, and consult with the Search and Screen Committee prior to the recommendation for hire going to the Dean.

Role of the SOE Director in the Retention, Tenure, and Promotion of SOE Faculty. The School of Education Director should review a School of Education candidate's work as a teacher educator and write a letter that addresses the candidate's professional contributions (teaching, scholarship, and service) related to DPI standards and expectations for teacher education, and the candidate's contributions to the larger educational community. This letter would then be included as an item in the candidate's portfolio.