

# CHICAGO STATE UNIVERSITY

College of Education  
Educational Leadership, Curriculum and Foundations  
Dr. Norma Salazar, Chair

Spring 2010  
Volume 1, Issue 2

Dr. Leon Hendricks  
General Administration Program Facilitator

## GENERAL ADMINISTRATION PROGRAM UPDATES

### *Congratulations!*

**Fall 2009 Graduates**

**General Administration  
Student Advisory Board  
Founding Members**

\*\*\*\*\*



### **THANK YOU!**

\*

*Carol Cuadrado*

\*

*Rosette Edinburg*

\*

*Natasha Cunningham-Harris*

\*

*Ebony Smith*

## Dear Students

## Advising Information

This publication was created as a result of student requests for input into the general administration program offerings and activities. *The General Administration Student Advisory Board* was formed to meet this request and to foster participation and dialogue on topics that impact the program and students.

We hope to continue this meaningful dialogue by encouraging regular student input and participation in the GAsab.

The next meeting is scheduled for Thursday, February 25, 2010 at 4:00pm in room 112 East.

If you are interested in becoming a member on the GAsab Committee contact Dr. Hendricks @ ext. 2073. Be sure to include a phone number where you can be reached.

### **General Administration Program Advisors**

Dr. C. Cabraal (A-M)  
ED 223  
Ext. 2025  
[LM-Cabraal@csu.edu](mailto:LM-Cabraal@csu.edu)

Dr. L. Hendricks (N-Z)  
ED 228  
Ext. 2073  
[lhendric@csu.edu](mailto:lhendric@csu.edu)

Make an appointment with your advisor as soon as possible. Program information and requirements should be discussed. Also, your advisor provides your PIN which enables you to register for the courses.

To register for classes go to CSU home page, [www.csu.edu](http://www.csu.edu), and click on CSU X-Press.

**Important Dates To Remember**

February 17, 2010 –  
Deadline for Filing Spring  
Graduation Applications

February 25, 2010 - GASab  
Meeting: 112 East 4:00pm

March 15-22 – Spring  
Recess No Classes

March 23 April 9 – Adv.  
Summer Registration

March 20, 2010 – (Sat.)  
General Administration  
Comprehensive Exam  
Practice: 9am – 12pm –  
Room ED 102

March 31 & April 1, 2010  
Commencement  
Countdown

April 15, 2010 – Honors  
Convocation

April 22-August 9 – Adv.  
Fall Registration

April 17, 2010 – (Sat.)  
Comprehensive Exam -  
9:00am – 1:00pm – Room:  
TBA

April 15, 2010 – Portfolios  
Due on LiveText

May 7, 2010 – Leaders In  
Education Induction  
Ceremony – Room ED 112  
East – 5:00pm

May 27, 2010 -  
Commencement

**COE Policy on Background Checks**

Please be reminded that, effective fall 2009, the College of Education requires that all students participating in field placement experiences with individuals under the age of 21, either on or off campus, submit to a fingerprint criminal background check before beginning the first field experience.

This is consistent with the state law that requires Illinois school districts to conduct criminal background investigations of applicants for certified and non-certified positions.

*See your advisor for additional information.*

\* \* \* \* \*

**Illinois Certification Testing System (ICTS)**

For information see website:

[www.isbe.net/teachers.htm](http://www.isbe.net/teachers.htm) or  
[www.icts.nesinc.com](http://www.icts.nesinc.com)

**LiveText**

LiveText is available for purchase at the campus bookstore (book vouchers can be applied to the purchase) or on line at <https://college.livetext.com>. LiveText will be utilized in all courses providing students with the syllabus and course information, as well as submission of course projects and key assessments. In addition, your professional portfolio will be electronically submitted through LiveText.

Students planning to graduate in the Spring of 2010 must meet with their advisor before the deadline in February to review files, complete paperwork, and have your advisor conduct a final audit.

**Spring2010 Graduation**

The deadline for filing your Spring graduation application is Monday, February 17, 2010. Late applications will not be accepted. For information see the General Administrative Student Handbook available on the CSU

**General Administration Update**

If you are interested in receiving this document please follow the steps below:

1. Send email to: [lhendric@csu.edu](mailto:lhendric@csu.edu) (email addresses will be the contact information)
2. Subject: on subject line write **General Administration Update** (no additional information is needed).

Your email address will be added to a group mailing for the purpose of receiving this information. Comments and suggestions welcomed.

In order to efficiently and effectively disseminate the *General Administration Update*, the information will be available electronically starting with the summer edition. The Administration Update will be published prior to spring and fall semesters.