DePaul University Academic Program Review
Cycle 4: Spring 2001--Spring 2002

Memorandum of Agreement – MAY 2002

The Center for Urban Education
(within the School of Education)

As a result of the fourth cycle of DePaul University's Academic Program Review Process (Cycle 4), the participants in the process enter into the following agreements. The participants understand that this document will be available to be made public once all the signatures are in place.

Actions agreed upon for the coming academic year (2002-2003)

1. **Continue to enhance current programs.** The Center for Urban Education currently works as the external partner for about 25 Chicago Public Schools. The Center has no plans for expansion, although it will enhance its current program by developing a web-based curriculum for teachers in partner K-12 schools. The Center will designate one of its staff to support this development and does not anticipate needing any additional resources for this project.

2. **Maintain current financial arrangement.** The Center notes that it operates relatively autonomously. Its work is funded entirely through external sources (school contracts and grants) and contributes 10% to university in exchange for operating support from the university and School (i.e. office space, utilities and base costs). The Center is satisfied with this fiscal arrangement; in the coming year, the Center will seek no additional financial support from School or University.

3. **Develop a succession plan.** Currently, the Center does not have a formal plan to guide a transition in directorship. The Center will develop a succession plan for the director position. This is an issue impacting several centers and institutes across the university, and will be discussed at the meeting with the Centers & Institutes and Academic Affairs at the General Memo of Agreement Meeting (see below).

4. **Submit regular summary report to dean.** Currently the Center undergoes several types of assessment, largely through the Chicago Public Schools. CPS Office of Accountability surveys/audits the partner schools each semester as part of its decision to retain external partners; the CPS conducts a student-level achievement assessment based on standardized test scores. In addition to CPS, there are other external groups who have evaluated the partnership: the non-profit Chicago Consortium for School Reform produces a survey and analysis of the effectiveness of the partnership; a couple of universities have studied the project; and the Urban Institute identified the Center’s Urban Teacher Corps program as a ‘light-house project’.
   a. In the coming year, the Center will interpret the results of all these multiple evaluations and provide a brief, summary report to the dean on an annual basis, with quarterly updates on its activities. The reports will communicate to the dean the degree to which the Center has met its goals, and will also include any issues, challenges, or requests for support.
   b. In these reporting efforts, the Center may work with the newly-hired Assistant Dean for External Relations in the School of Education, who will track activities of all the School’s outreach programs on a quarterly basis.

University-level Issues and Commitments

During Cycle 4, the Centers & Institutes’ individual self-studies raised several issues that have important implications for all Centers & Institutes, and which require action at the university level. These issues will be discussed in further detail at a meeting with the Centers & Institutes Advisory Board, the APRC Chair, the Associate Vice President and the Executive Vice President for Academic Affairs. Commitments and
actions arising from that meeting’s discussion will be documented in a General Memorandum of Agreement for all Centers & Institutes.

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A hard copy of this document was signed by:

Center Director

Chair of APRC Subcommittee

Chair of APRC

Dean of the College

Associate V.P. for Academic Affairs

*The hard copy with signatures is on file in the Office of the Associate V.P. for Academic Affairs and is available upon request.*