Master of Education for School Directors (MESC)

Bahir Dar University (BDU)

Minutes of the Coordinating Committee for MESC

Date: 13 Nov., 2007

Time: 3:00 A.M.

Venue: External relations Office

Participants:

1. Dr. Abiy Yigzaw (Coordinating committee member)
2. Ato Adane Tesera (Coordinating committee member)
3. Ato Birhanu Teshale (For Faculty of Education Dean)
4. Ato Andargachew Moges (For Department Chairman of Pedagogical Sciences)

Agendum

Fixing dates for seminar on the school directors' curriculum, Senate approval of the curriculum, announcement for application, application, entrance examination, interview, registration and class beginning.

Discussion and decisions

After discussing the activities which are related to students' application and registration, we have fixed dates for the various activities. The dates fixed are expressed in the table below.

No.	Activity	Date fixed	Explanation
1	Seminar to assess the curriculum	Nov. 20, 2007	• A half day seminar will be held. • Ato Adane Tesera will present the curriculum for discussion.
2	Senate approves the curriculum	Nov. 27, 2007	• Comments will be incorporated • The final copy will be presented to the Senate for approval
3	Announcement	Dec. 4-14, 2007	• The masters program for school directors will be announced on radio and TV.
4	Application date	Dec. 17-21, 2007	
5	Entrance examination	Dec. 27, 2007	• The participants of the meeting believe that entrance examination be given - To conform university tradition - To understand the applicants' knowledge about the field - To select better ones - The better ones will be short-listed.
6	Interview	Jan. 1, 2008	• Short-listed applicants will be interviewed • Instructors from Pedagogical Sciences department will conduct the interview
7	Registration	Jan. 7-8, 2008	• Selected students will be registered
8	Registration with penalty	Jan. 14, 2008	• Students who do not register during the registration period will be given another chance to register but with penalty.
9	Class start	Jan. 14, 2008	
10	Class end	16 weeks from Jan. 14, 2008	• The normal period for a semester is 16 weeks