

Murray State University - College of Education

CAC Meeting Minutes

1/22/2013

Present: Jo Robertson, Ginny Richerson, Alesa Walker, Robert Lyons, Ron Milliner, W.A. Franklin, David Whaley, Tami Dandeneau, Trish Lofton (Recorder)

Absent: Renee Campoy

Welcome/Setting of Agenda

Dr. Whaley welcomed everyone and called the meeting to order. The CAC members reviewed and approved the agenda with the following additions: college-wide academic suspension policy, teacher professional growth guidelines.

Member Updates:

- Dr. Richerson: The CTE faculty search is ongoing and completed the approval process. There are four students participating in the fall Belize student teaching program. Their school placements will be made soon.
- Mr. Franklin: There were 63 students enrolled in dual credit courses for fall 2012 and 53 students enrolled in spring 2013. Beginning fall 2013, Hopkinsville High School and McCracken County consolidated high school will begin participating in the dual credit program. The FEA fall conference hosted 187 students from 14 schools. Mr. Franklin provided the CAC the list of students that attended. Dr. Whaley stated this list will be an excellent recruiting tool.
- Dr. Lyons: The department has not received a response from the CACREP application. If a response has not been received by the first part of February, he plans to contact the organization. The Counseling and School Psychology programs have been working on a recruiting project with Fred Dietz. A low-cost, experimental recruiting email will be sent to the students that have shown interest in the program. School Administration now has 4 cohorts (2 cohorts in part 1 and 2 cohorts in part 2). The Murray campus is establishing a cohort with participants from the river counties. Christian County has twelve people that have indicated interest in the School Administration program. Dr. Lyons stated he visited with the Henderson School District to promote the School Administration program. While there, he also provided the faculty with a positive viewpoint and benefits of co-teaching. A mobile web site is being developed for the department as a new recruiting tool. Once Dr. Lyons receives a preview link to the site, he will forward it to the CAC members. The HDL diversity event with Cathy Bao Beane was successful and well attended. Dr. Jennifer Wyatt is leading the Ed.D. design project. It is still in the developmental stage. Dr. Lyons requested to present a SENG (Supporting Emotional Needs of the Gifted) partnership proposal at a future CAC meeting. SENG is partnering with ELC to provide an online program for school psychologists who would like to earn a 12 credit hour SENG endorsement so they are able to work with gifted students. The courses are developed and have been submitted to Academic Council. The ELC department will be the sole provider of the program. This new endorsement will help stabilize the gifted enrollment and provide national recognition to the COE. Two retirements will take place at the end of the 12-13 academic year. Dr. Janis Murphy has submitted her retirement letter while another faculty member has indicated an intention to retire. The ECE department chair search is proceeding and the search committee plans meet on January 22. Dr. Lyons stated he will be moving into a new office at the end of the semester/summer. He will move into the conference room (located next to Dr. Richerson's office) after it has been converted into an office. The ECE department chair will move into his former office.
- Mrs. Dandeneau: Several building renovations are being researched. The Dean's office is working with Facilities Management and a contracted interior decorator to construct plans for several small renovation projects within the building. Plans include the conversion of a conference room into an office for the ELC department chair, remodeling the back desk area (where GAs sit) to accommodate up to two department administrative assistants, enhancing the student lounge near the auditorium with new

seating. Additional plans include updating the kitchen/multipurpose room with new tables as well as new clocks throughout the building. On the "wishlist" is a large touchscreen monitor for the atrium. This is similar to a large format iPad that would feature COE information and events, map of building, and other campus information. The remaining 3rd floor conference room would be updated with a flat screen TV. Dr. Campoy has been working closely with Mrs. Dandeneau on this project. Dr. Whaley thanked them for their time spent developing plans.

- Dr. Robertson: The search for educational foundation position is being chaired by Dr. Hansen. The ad has been approved and will be posted in the Chronicle for Higher Education. The ECE department is collaborating with Dr. Walker to determine which TQI staff members would be available to teach education foundation courses in the fall. MSU Regional Outreach funds have been secured for 10 IECE students to attend the Reggio training. The Reggio training course is being offered as a collaboration with Henderson Community College, Southern Indiana University and Murray State University and is being taught at the Henderson Community College campus. An additional course will be held the week June 10th and will be weeklong. The elementary faculty are developing ELE 310: Managing and Motivating Diverse Learners, a new 3 credit hour course. Dr. David Allen, in collaboration with Drs. Jacqueline Hansen and Joyce Shatzer, is developing an assessment course for the elementary education program. He intends to gather feedback from elementary faculty prior to submitting the course to Academic Council. Dr. Allen is also offering an EDU 405 web course for the fall. This web course will assist off-campus students who were blocked from the course because they had not met the requirements for admission to Teacher Education when the course was taught at off campus sites. Dr. Richerson, Dr. Walker, and Dr. Robertson plan to meet with with LBD and elementary education program coordinators to discuss the LBD/elementary certification program. Dr. Yancy Watkins and Dr. Marty Jacobs would like the COE to participate in a Lion's Club literacy class project. Dr. Robertson stated this project is an opportunity to collaborate with the Lion's Club while providing students, especially transfer students, a way to earn extra field hours. Dr. Watkins also indicated to Dr. Robertson that he would like to work with a faculty member to reinstate the student Lion's Club organization.
- Dr. Walker: She will be attending an EPSB meeting to gather updates about field experience hours. She also plans to find out information about the Infinite Campus agreement reportedly signed between EPSB and KDE. If the Infinite Campus agreement is legitimate, it would prevent the COE from receiving classroom diversity data from the school districts. Dr. Walker stated she would try to get concrete information on this matter. Debbie Sawyer, TES staff member who works with TC-1 forms, has officially begun FMLA. Brenda Owen is currently assisting in her absence. There is a possibility that a temporary employee will be hired to fulfill her duties until Ms. Sawyer returns. Dr. Walker is working with Eric Rich to document field hours in COESIS. Michelle Hill has been hired to work with the new practicum course visits as well as supervise student teachers. There were questions surrounding who was mentoring and gathering feedback from Ms. Hill. Dr. Lyons stated that one of the main purposes for placing the employee in the ACS department was ensure systematic feedback on issues observed in the field. Dr. Richerson agreed to assist Ms. Hill in documenting feedback and observations. The KACTE spring conference will be in Highland Heights, KY April 25-26.
- Mr. Milliner: KATE is hosting a Microsoft Innovator Training in February that will be held eastern Kentucky. The faculty Technology Education day was successful and featured several innovative presentations. A presenter from Hardin County requested to work with COE students to develop content that would eventually be published in free e-textbooks for various platforms. Dr. Lyons stated this project might be better served if KATE partnered with the presenter to develop the framework of the software program instead of soliciting student content. This would provide some sustainability if the person decides to leave his position. Dr. Whaley requested Mr. Milliner to gather additional details and provide suggestions for the logical next steps. Mr. Milliner will bring this information to the next CAC meeting.
- Mrs. Lofton: Plans are under way for the College and Career Readiness Summit. The theme is Career Pathways to Student Success. The Summit is going to be expanded to two days and will be held in Alexander Hall on June 19-20. Session topics include co-teaching training, flipped classrooms, CIITS and PD 360. Remaining funds from the CPE College and Career Readiness grant will fund the Summit. The LEGO® Robotics Camp has been scheduled for June 6-17, July 8-12 and July 15-19 in the IT building.

Other updates:

Dr. Whaley stated the BPR process has been logical and well thought out. Dr. Whaley will be meeting with the deans following this CAC meeting in addition to one on February 12 to review BPR plans. The BPR proposals across the university vary considerably with the results. He will report back to the CAC the results of the meetings.

Facilities Management has hired a consulting firm to develop a long-range facilities plan for the university. In reviewing COE enrollment data over the last few years, they found enrollment has been on a small decline. In light of this data, the consultants have requested additional data and narrative addressing the decline in enrollment. They also requested a projection of enrollment through 2020. Dr. Whaley has tentatively projected a 2.5% increase in undergraduate and graduate FTE growth by 2020. This projection indicates the need for additional space and faculty. The consultants have requested projections in the high, medium, and low categories. As of now, this planning is in a conceptual phase but it is prudent to begin laying the groundwork.

Next CAC meeting topics:

- TES Transportation costs
- Academic suspension policy for COE
- Teacher/professional growth guidelines

Adjournment

Dr. Whaley adjourned the meeting at 1:25pm.

Minutes respectfully submitted by: Trish Lofton