

# Murray State University - College of Education

## CAC Meeting Minutes

2/5/2013

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

### 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: summer comps date, tabled CPE Dashboard item until next meeting, Ed.D update. Dr. Whaley stated the CAC meeting will be back on schedule since the BPR work is complete.

### Search Updates:

- Dr. Lyons: ELC has four ongoing searches. Dr. Lyons is chairing the ECE department chair search. The approval process is almost complete with an anticipated closing date of mid-March. A memo has been submitted to the Provost Office to re-purpose Dr. Janis Murphy's faculty line into Postsecondary Education Leadership position. Dr. Murphy is retiring at the end of the spring 2013 semester. Dr. Michael Basile has submitted a letter of resignation. A memo has been sent to the Provost requesting to re purpose his faculty line into a Student Affairs position. Both memos have been approved. Dr. Lyons reported that Dr. Jerry Novak will be retiring. A request has been submitted to fill the School Administration faculty line.: Novak retired. Dr. Marty Dunham will be chairing the School Administration faculty search committee.
- Dr. Richerson: The CTE position is currently being advertised with a deadline of February 22. Dr. Marty Jacobs is chairing the search committee. Ms. Pat Seiber has submitted her resignation letter effective the end of the spring 2013 semester. Paperwork has been submitted to change this line to a tenure-track position.
- Dr. Robertson: The Education Foundations position is currently being advertised. There have been several applications received. The closing date is February 18. Dr. Jacqueline Hansen is chairing the search committee. Facility updates:

### Facilities Update:

Kim Oatman has sent a copy of the COE capital construction plan to be updated. Mrs. Dandeneau stated the only valid item on the list is updating the HVAC system in the old part of the building. This could potentially be an opportunity to fix the system. The final plan submitted will Board of Regents approval. The deadline to updated plan is due February 15. Dr. Whaley will send out an email to the CAC requesting suggestions for big ticket items to be added to the plan. At some point, a list of considerations should be presented to the Board of Regents addressing the need to reclaim space within the building.

### BPR News:

Currently , there is nothing new to report. The Deans will meet on the February 12 to share their recommendation reports. Dr. Whaley will summarize the meeting and share it with CAC members.

### Faculty CV Compliance:

The deadline for faculty to submit current CV to the Dean's office has passed. The CVs need to submitted ASAP. This will apply to all faculty and adjuncts who taught classes in fall 2012 and spring 2013. The departments are responsible for the collection and submit them to the Dean's office. Dr. Campoy agreed to follow up with the department chairs on Monday, February 11th.

### K-12Connect Program:

Dr. Whaley met with Rebecca Feldhaus and Gina Winchester on the K-12Connect program and received an activities report. This is a direct impact on COE efforts as well as duplication on some activities. Dr. Whaley invited them to attend

the CAC meeting on March 19th to discuss their activities. Dr. Lyons discussed several ways to partner with K-12Connect to address a few of the items noted in the report. He also stated it is prudent to treat this program as a partner in order to leverage resources that might be available. In discussing topics on their report, Dr. Walker stated she had received a request from Lyon County for assistance on their Operation Preparation project.

#### **Ed.D. Program Update:**

Dr. Lyons stated the last Ed.D. meeting was a success. He would like to schedule a showcase for faculty so they fully understand the new program. The focus of the doctorate is on P-20 and community leadership and partnerships with an emerging area from early childhood to post-secondary. Dr. Lyons indicated the program is on target to present to the CPE on May 1. Dr. Whaley commended Dr. Lyons and Dr. Wyatt on their work in producing a high-quality program so quickly. John DeAtley, Director of the CPE P-20 and College Readiness division, was impressed with the program because it did not contain any duplication with other programs and possessed a high-quality uniqueness of P-20 and community leadership. There are a series of presentations prior to the final program approval. A presentation of the pre-application to CPE and Academic Council will be held in May, placed on the website for review in the summer, presentation at the September 2013 Board of Regents meeting, then on to CPE for approval. It will be reviewed in November/December 2013 with recruitment for fall 2014. Key points of the admission requirements include students must hold key leadership roles within their schools. President Dunn has expressed his support for the program and its potential for success.

#### **CHAMPs Program Update:**

Pam Matlock and Dr. Barbara Washington researched how CHAMPs was being infused in existing coursework. According to the report, all lead faculty reported CHAMPs activities are currently being addressed in coursework. The report also stated other positive behavior programs and researched-based interventions need to be updated and embedded in how the COE teaches classroom management in their undergraduate program. Drs. Richerson and Robertson would like to identify which districts are still using CHAMPs. Some districts currently use other positive behavior models. Students need to be aware of the other types of models being used. Positive behavior programs are primarily used in elementary through secondary classrooms. To follow up on the findings, a committee will be established to review the CHAMPs program and review other multi-faceted programs that could address the new teacher evaluation areas. In order to give a totality of the standards, Dr. Lyons recommended inviting a Marshall County School District representative, such as Kem Cothran or Abby Johnson, who is piloting the new evaluation tool. He also stated that faculty should to make a school visit to see how the new evaluation process works. Dr. Lyons stated he is reviewing the principal evaluation portion. Dr. Whaley suggested that Dr. Walker establish a committee, which will include a school district representative, to review the Framework for Teaching document. A progress report will be given at the next CAC meeting. Dr. Campoy suggested to schedule a training session at the Collee and Career Readiness Summit to address the new evaluation tool. Dr. Walker suggested asking the principal at Calvert City Elementary to serve as the presenter. Dr. Robertson recommended that faculty receive a training session as well. All districts will implement this program to 10% of their schools in the 2013-2014 school year.

#### **Other updates:**

Summer Comps date: June 26th for HDL/School Admin/Counseling students

PD Opportunities: West Kentucky Educational Cooperative is sponsoring several professional development sessions that might be of interest to COE faculty. In particular, a School Law Institute will be held on March 19 and a PD 360 training session will be held on March 11 and March 12. PD360 is a program provides video to support teacher learning within the districts. Dr. Whaley stated he will forward all WKEC pd opportunities to the CAC members.

#### **Announcements:**

Dr. Lyons stated the Obama administration considering the development of a school safety policy and training for teachers to help them identify students with potential mental health problems that could pose a threat to schools. This will be critical issue for the Kentucky Center for School Safety. Dr. Lyons recommended adding a school safety and a counseling session as part of the College and Career Readiness Summit program.

Mrs. Melanie Brooks stated that the Scholarship office is heading into the scholarship award season. She stated she has been working with Tressa Ross in reviewing criteria for COE scholarships. STARS training will soon be held for those on scholarship committees. Mrs. Brooks will set aside a specific day for training and applicant selection for the college. All applicant information will need to be back to the scholarship office by March 15.

Mr. Milliner: Graves County High School will open up their school to showcase BYOD project.

Dr. Robertson: At the Reggio training, teachers asked the Italian trainers how they handled children with difficult behavior. The trainers stated they had not experienced that within schools utilizing the Reggio training from early childhood.

Dr. Whaley asked the CAC for clarification on what to report at the BPR department meetings (such as Rank I/EdS). Drs. Richerson and Roberston stated a question and answer session would be sufficient. At the ELC department meeting, Dr. Lyons suggested discussing what programs were reviewed. Dr. Whaley stated he would look to the department chairs for leadership at the meeting. Dr. Robertson also made a suggestion to discuss the new Center for Recruitment, Retention and Advising.

**Next CAC meeting topics:**

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

**Adjournment**

Dr. Whaley adjourned the meeting at 2:50pm.

Minutes respectfully submitted by: Trish Lofton