

Murray State University - College of Education

CAC Meeting

12/10/13

Present, Alesa Walker, Robert Lyons, David Whaley, Jacqueline Hansen, Barbara Washington, Renee Campoy, Tami Dandeneau, Ron Milliner, Rebecca Feldhaus Adams, Trish Lofton (Recorder)

Welcome/Setting of Agenda

Dr. Whaley welcomed everyone. He stated the meeting agenda is flexible and encouraged the group to add topics as needed. He also reminded everyone that the CAC minutes would be shared publicly.

Updates

- Dr. Lyons: The HDL held conducted their robing ceremony on December 9th. The students expressed their gratitude for being a part of the program. Dr. Walker suggested that the 2+2 sites do something similar. He reported the search committee has narrowed down the applicants to 5 finalists for the KATE Web Resources position. Phone screens will be conducted prior to interviews. Dr. Rose has announced his retirement, effective May 2014. Dr. Lyons has made a proposal to split the position into two administrative positions to supervise counseling interns. He has requested permission to advertise for positions. He is awaiting final approval for four faculty positions. Dr. Jennifer Wyatt will be coming back in the spring semester and will be easing her back into her duties. The new school administration program faculty member will be redesigning the superintendent program.
- Rebecca Feldhaus Adams: The Office of Regional Outreach will have budget cuts in the area of mini-grants but will not lose staff exception through attrition. K12 Connect has funding secured through June. She plans to visit with the new superintendent at Dawson Springs as well as visiting schools with Racer Roundup.
- Dr. Hansen - She is close to submitting NCTQ materials due December 13th. The KATE Instructional Development Specialist position has not been posted yet but should be anytime. The early childhood program faculty received an international incentive grant to travel to Italy for Reggio training.
- Dr. Washington: The CTE search committee has made an offer and awaiting a decision from the candidate. The Special Education candidate will be interviewed on December 11th. Only one candidate committed to interview. The new CTE program is slated to begin once the new faculty member arrives. The middle school program has met and plans to submit changes to academic council. The justification for Sharon Arant's position has been approved so procedure to hire has begun.
- Tami Dandeneau: The student worker party, annual COE Christmas potluck, and graduate celebration are being held this week. Renovations have almost come to an end. Hallway benches and Environmental Education bookcases are scheduled to be delivered soon along with the TV for the conference room.
- Dr. Campoy: A MERRS scholarship statewide conference will be held at MSU-COE April 4-5, 2014. There will be a series of workshops held throughout the conference to help the scholarship recipients be more successful in college. Dr. Campoy presented a revised policy of the Recruitment and Retention Center for the COE Policy Handbook. The members gave feedback on whether the Assistant Dean should chair the committee instead of the Center coordinator. All felt this was appropriate. Dr. Lyons suggested adding the statement that the committee meets no less than once a semester for clarity and oversight. Dr. Walker made a motion to accept the policy with the amendments and seconded by Dr. Hansen. Motion carried unanimously. Dr. Campoy reported that minority enrollment has increased to 11%, almost double the amount from last year.
- Dr. Walker: According to a report from the Registrar's office, COE students average a 3.41 GPA. Dr. Walker presented revised policies that reflect requirements of 16 KAR 5:040. These policy changes will also enhance the NCTQ review. Student teachers are now referred to "teacher candidates" in the Kentucky regulation language. Dr. Walker requested a policy change to reflect the new terminology. A motion was made by Dr. Campoy to make the revisions. Mrs. Dandeneau seconded the motion. Motion carried unanimously. TQI will have three searches in the spring. EDU 450 students still have some paperwork to turn in by the end of the semester before student teaching. MSU is looking to the COE to host a conference that will provide faculty training in developing lesson plans.
- Ron Milliner: The job description of Eric Rich's old position as Database Administrator is being revised. He is also researching new software that could take the place for COESIS, which is outdated. The renovated student lab is open and KATE hosted an open house on December 9th to showcase it to students. An open house will also be held at the spring conclave. The new lab projector is interactive with tablets and iPads. The lab has 42 stations with capability to add laptops to accommodate up to 50 stations.

- Trish Lofton: A marketing plan has been developed for the EdD and Masters program. The Provost awarded the college \$5000 in Triple I money for promotional efforts. A new Discover Panama website has been developed for marketing purposes. She is currently revising the graduate brochure and is serving on the Web Resources position search committee.
- Dr. Whaley: The President search has been narrowed down to 11 candidates.

Adjunct Evaluations

The Provost has now stated that adjuncts should be formally evaluated. Dr. Hansen provided a copy of an adjunct faculty teaching evaluation form from Academic Affairs. She suggested modifying it so that is aligned with the IAS data. At this time, the members agreed to provide enough evaluation data to meet the need of SACS. Dr. Whaley proposed to meet the SACS need. Dr. Walker stated data, such as adjunct training and turning in field hours documentation in a timely manner, could be provided from TES. Dr. Hansen agreed to take the lead in developing an evaluation tool.

Job Placement Data

The CPE requires universities to collect job placement data. The college already conducts surveys to gather job placement data for our graduates. Dr. Hansen is on the university task force that will be gathering job placement data through an online survey. The task force requested the Provost to approach the Development office about providing alumni names/addresses for the survey. The deans met with Dr. Morgan to request Alumni to share their data. Dr. Campoy stated that CAEP requires extensive data reports. She suggested hiring a firm to conduct the survey and analyze the data.

Board of Regents Meeting

Dr. Curris stressed the importance of providing the highest quality of learning. He is very concerned that the future of MSU is devised by perception of superior academic opportunity that must be noted in our branding. He is also concerned of the rigor of courses and that they did not challenge the seniors in their coursework. Dr. Whaley is conducting a study on students' perception of the rigor in education courses compared to courses outside the college.

NCTQ

The committee will meet on Wednesday, Dec 11 prior to submission on Friday, December 13th. A matrix of the 17 NCTQ standards was created to match the COE documentation to be submitted. Dr. Whaley stated he feels confident that the college is in a good standing in regards to the documentation that will be submitted.

SEC 420

Dr. Washington has met with faculty to discuss the sharing of placements and rearranging practicum hours in other courses. Now there will be 90 in-class practicums instead of 100 as in the fall 2013. There are 24 tutoring hours with ELL. Additional lesson planning and more seat time with feedback time will be added. There will be a Canvas forum for feedback.

Sparks Lecture

Dr. Hansen is chairing the Sparks Lecture committee. She will be holding the first meeting in January. The committee will be looking at the old format to see successes. The event will be held during the academic year. The committee plans to choose an April date so it won't conflict with spring break or a Board of Regents meeting. Along with teacher awards, there will be a panel discussion for student teachers.

CAEP Conference (NCATE)

The CAEP (NCATE) conference will be held March 26-28 in Nashville. Several faculty members from each department will be attending. Dr. Whaley will participate in a CAEP visit at a university in Massachusetts. MSU will be one of the first institutions to be visited under the new CAEP standards.

Reflections on Promotion and Tenure

Dr. Whaley asked the members how they decide what is a quality journal. Journals have an "impact number" showing how many times a journal is cited in articles. He would like to determine how to operationalize a concrete way in distinguishing a high quality journal. The language needs to be changed to reflect the determination at some point in the future. Members provided their opinion on a research agenda. Dr. Whaley state quality work could be published if topics are investigated with continuity and the faculty member become experts in that topic. This would help define a faculty's area of research interest and lead to quality scholarly activity.

Graduate Luncheon

The luncheon will be held on Friday, December 13th at 11am in Atrium. The President and Provost have been invited.

College Conclave

The conclave will be held on January 10th with lunch provided. Mr. Millner was requested to provide a lab tour and technology PD sessions beginning at 1:30. Department meetings will be at 9am with the conclave at beginning at 10am. The Diversity committee will be meeting at 2pm. Dr. Washington suggested that Dr. Whaley conduct a session on the definition of a high quality journal and research agendas. Other topics suggested were TPGES and Illinois certification. Dr. Hansen provided a draft matrix on the IL educator licensure alignment. Dr. Whaley plans to send a memo to the Illinois Department of Education along with the matrix to get feedback. Dr. Walker is also reviewing the graduate level equivalents for the Illinois requirements.

Adjournment

Dr. Whaley adjourned the meeting at 11:30 a.m.

Minutes respectfully submitted by: Trish Lofton