Minutes of the Policy Committee  
College of Education and Allied Professions  
February 6, 2004  
8:30 a.m.  
Killian 218

Present: Dougherty, Carpenter, Claxton, Allan, Tyson, Garrett, McCreary, McCord, Burton, Freeman, Pittman, Rayburn (Recording Secretary)

FOR DISCUSSION

Early Field Experience Grades – After much discussion among the members, the consensus is that consistency and communication are the pathways to success with this issue. A policy that is clearly communicated to students via the course syllabi and is consistently adopted and communicated to all faculty would allow our students to become more successful in completing the Field Experience requirement. Dr. Dougherty requested each department head meet with their faculty and request policy recommendations they would like included in the policy that will be included in the syllabi. The members will finalize this item at the next Policy Committee meeting.

Internship/Student Teaching Midterm Evaluations – Dr. Carpenter cited an occurrence in which he was handling a student appeal on the exit criteria but the mid-term evaluation information which would have assisted in the appeal process was not available. The policy will be distributed to the members who will make their recommendations at the next policy committee meeting, we will then reaffirm or make changes.

Proposed changes in Policy – Teacher Education – Dr. Allan distributed the recommendation of the Teacher Education Procedures and Policies Committee regarding proposed changes. The committee is recommending that the Grade Point Average Policy for Licensure-only/Second Degree students seeking admission to the teacher education programs be changed. The committee recommends eliminating the second condition regarding the three calendar year wait for admission. Dr. Allan stated “that no other state university has this type of policy” the recommendation would make the policy more consistent with Western Carolina University policy. Dr. Allan proposed a motion to accept this change. Dr. Claxton seconded the motion. The second item is that interviews of all students seeking initial licensure: undergraduate and lateral/entry/second degree students be the responsibility of the department for which they are applying. The Office of Teacher Education would provide each department with the list of students applying and then be responsible for collecting the results of the interviews. The rationale of the committee is that interviews by the relevant department provide access to faculty, personal contact with those students for whom they are going to be working closely with, a sense of heightened attention to the interviews, and greater ease of scheduling interviews. This would ease scheduling problems and create better contact with instructors. Dr. Carpenter agrees that a logistical plan needs to be in place. Dr. Dougherty requested each department head meet with their faculty to gather their views of this recommendation. The department heads will present the faculty views at the next policy committee meeting.

The meeting adjourned at 10:00 a.m.

Respectfully Submitted,

Kerri Rayburn, Recording Secretary

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Vice Chancellor Collings