Dr. Dougherty opened the meeting by welcoming our guest Dr. David Strahan, Botner Endowed Professor who spoke with the members on Collaborative Research. Dr. Strahan asked the members to consider their priorities for collaborative research. Drs. Claxton, McFadden and McCord raised the question of how one umbrella would cover all of the departments, Dr. Strahan assured the members that a series of discussions would take place and the opportunity to look at various proposals so that could be determined. An excellent discussion ensued; Dr. Dougherty asked department heads to invite Dr. Strahan to departmental meeting to continue this discussion.

**CEAP Vision Statement** – The members considered the submission from Dr. Claxton and agreed it should be incorporated into the mission statement. Dr. Dougherty will take the suggestions from policy and include them in the next iteration and distribute via email message to the members.

**Evaluation of Distance Learning Systems** – Dr. Dougherty asked, “How can we ensure we are evaluating our Distance Learning programs”? Dr. McFadden shared with the members that Educational Leadership and Foundations with the assistance of Dr. John LeBaron are developing an instrument for on-line student evaluation of their Distance Education courses. Dr. Tyson-Lofquist related that Birth-Kindergarten, Elementary Middle Grades Education utilizes the same instrument for both online courses as well as traditional courses. Dr. John LeBaron will be invited to the next scheduled policy committee meeting to speak with the group about developing an on-line evaluation instrument, and Dr. McFadden will share with the group the results of using this type of evaluation.

**Distance Ed Cohorts** – How do we induct our part time faculty? How do we ensure that their courses fit into the sequence, how do their courses relate to the conceptual framework? Dr. Tyson-Lofquist meets personally with each part time faculty at the beginning of the semester. Dr. Carpenter will present our current status on this at the next policy committee meeting; we need to have a process in place by March 1st.

**Computers in Killian 232** – the members agreed that once the original purchasing department is determined, the computers will be removed from Killian 232.

**Charge to the Diversity Committee** – There was much discussion on this subject, it was agreed that each member would bring to the December 17 policy committee meeting “What do you currently do to ensure student’s exposure to diversity and how do you assess”?

**Peer Review** – Dr. Claxton shared with the members the methods he uses in evaluating faculty teaching in the Health and Human Performance program. Dr. Claxton related that he utilizes the Seven Principles of Effective Teaching as his format for evaluating. He solicits the names of two faculty persons from each faculty to serve as their review team.

**Proposal to Assist Students with Baccalaureate Degrees** – Dr. Dougherty asked the members to share this proposal with the faculty in Teacher Education programs and to provide feedback to Dr. Carpenter. The gathered feedback will be discussed at the next (December 3) Policy Committee meeting.
Dr. Dougherty requested the members to be thinking of a good, branded name for our Community College interactions.

The meeting was adjourned at 10:45am.

Respectfully submitted,

Barbara Chapman
Recording Secretary

CC John Bardo, Chancellor
   Kyle Carter, Provost