Minutes of the Policy Committee  
College of Education and Allied Professions  

April 30, 2004  
8:30 a.m.  
Killian 218

Present: Dougherty, Carpenter, Claxton, Allan, Tyson, Garrett, McCreary, H. Herzog, Burton, Freeman, Rayburn (Recording Secretary)

Absent: Robbie Pittman

FOR DISCUSSION

**Liberal Studies Assessment** – Dr. Carpenter reported that Terri Kinnear, Committee Chair, plans to discuss accreditation base. Current goals (multi year plan) will be evaluated and outside reviewers will be included; department Heads will be asked for feedback to help create measurable and specific goals.

**Appointment to Graduate Faculty** – Dr. Carpenter informed the members that appointment is based on SACS standards and involves teaching in Jamaica and, a faculty member must have a terminal degree in the area as stated in AFE Department’s plan. If a faculty member does not have terminal degree and is teaching a course, it must be documented why they are teaching the class (Example: availability of faculty with expertise in subject area). Dr. Dougherty feels we must revisit faculty at graduate level. Department heads need to discuss with the Dean those faculty who do not have terminal degrees but are teaching graduate level classes. SACS standards are very important and must be followed.

**Action needed:** Michael wants this information available to Department Heads this summer then included in a policy meeting in the fall.

**UNC in DC** – (handout) Program goal is to provide an opportunity for upper-level students from the UNC system to work and study in Washington, D.C. Dr. Dougherty would like all department heads to look at the handout and then offer feedback as to whether the investment would be worth it. Students would earn six hours internship. The UNC system is very interested in this project.

**IHE Performance Report – Service to Schools** – Ms. McCrery discussed the performance report (handout). She is encouraging faculty to get the survey in by the end of May. We need to find opportunities which would encourage faculty to become more involved in school services. The report indicates two important topics, Measure of Impact and Evidence of Impact; currently we list how many activities we are involved in. Department Heads please distribute the form to faculty and staff in your area.

Dr. Dougherty suggested that we may move to a system of accountability based on the increased pressure from the state evaluation board. We need to keep track of services to schools, involve partnership schools even more in planning and goals, and become more effective in the fall. We will also need to know what the implications to SUTEP will be. Ms. Burton added that it is important to show what the impact is and adhere to the state board rules.

Ms. McCrery and Dr. Carpenter will follow up with this. Information will also be given to faculty for input.
OTHER DISCUSSION

Dr. Dougherty touched briefly on the following items:

- Begin thinking about recommendation for SACS committees
  - Look at new and mid career faculty (8-15 years)
  - Good method of professional development

- Faculty Activities Sheets – Delaware Study
  - Details are a must
  - One page on the back, etc.
  - Submit to Michael with ranking of faculty, AFE
  - Must include some narrative

- Budget Hearings
  - Will submit every request at the end of May
  - Goals
    - Direction of assessments
    - Enhance operational budget
    - Would like to enhance Dean’s office budget
  - Tremendous turn over on campus at this time
  - Dr. Dougherty has become more aware of needs

- Department Head Supplement
  - Hope to double stipend – enrollment has helped
  - Able to review supplement

- Dr. Dougherty thanks all department heads for a great job. It’s a struggle because of so many external things.

ROUND ROBIN

Michael Garrett – Proud of the several Human Services faculty that have been nominated for awards – Karena Cooper-Duffy, Dale Brotherton, Valerie Schwiebert.

David Claxton – Seeing more stability in faculty and department.

Hal Herzog (sitting in for David McCord) – Stability in Department Head with full support of faculty. Increase in Psychology majors enrollment.

Dale Carpenter –
- Jay M. Robinson Distinguished Professorship in Educational Technologies position has been filled. This position will be good for the college.
- Curriculum – major changes this year
- MAT-MAEd
- Field experiences – many changes such as: in placements, monitoring, etc. Contribution has been tremendous.

Carol Burton – Annual Banquet was a great success. Many students have jobs already. Continue to be contacted by students from other college.

Beth Tyson – Very busy year. Recently filled two searches.
• ITV – tremendous challenge, growing, students want quality. First time teaching was challenging and rewarding.

• Ruth McCreary – SUTEP has grown with several additions. Currently have 65 schools on board and may have as many as 70 by the end of May.

Beth Allan – Enhanced collaboration with Arts and Science.

Greta Freeman – Very thankful for everyone’s support.

Michael Dougherty – Provost search is currently in progress. Please take a minute to read the Chancellor’s messages and attend candidates’ presentations.

The meeting adjourned at 9:45 a.m.

Respectfully Submitted,

Kerri Rayburn, Recording Secretary

C Chancellor Bardo
Vice Chancellor Collings