

COPE Minutes  
September 27, 2011  
3:30 p.m.  
Graduate School Conference Room

**Present:** Audrey Bowser-Brown, Nancy Bacot, Steve Bounds, Julie Lamb-Milligan, Joanna Grymes ,  
Andy Mooneyhan, Dave Holman, Tillman Kennon, Kevin Humphrey, Rob Lamm, Dixie Keyes, Deb Owens,  
Gwendolyn Neal

**Absent:** Amanda Lambertus, Kyle Chandler, Irina Khramtsova, Lance Bryant, Ralph Ruby

**Ex-officio:** Greg Meeks, Mary Jane Bradley, JaneMarie Dewailly

1. Minutes Approved from September 1, 2011
2. Elections for COPE – chair  
Andy Mooneyhan, nominated and approved Chair  
Steve Bounds, nominated and approved Co-Chair  
Joanna Grymes, nominated and approved Recorder
3. NCATE Updates – Dr. Meeks submitted the IR – Institutional Report – has been approved by the chair; the team will meet with COPE at 2:30-3:15 in Grad School Conf. Rm – Monday Oct 17<sup>th</sup>

Dr. Bradley shared that packets were disseminated at Professional Ed Faculty Meeting – COPE members will need the packet for review – NCATE schedule, Advanced Program Conceptual Framework; Strengthening and Enriching Learning, Assessment Plan with Transition Points (Beginning, Mid, End, Exit), Assessment Procedure Sheet (Data Analysis, how, when and by whom): Guiding Questions for COPE will be provided. Calls to candidates alumni, and mentors have been made. They are receiving packets to prepare for the visit.

4. Governance Document Changes; Initial and Advanced Program Committee – Task Force, brought recommendations back regarding the document. Beverly Mitchell came and talked to the committees – Unit Operations was an area of need. An additional committee was added. Depts. have identified their representatives, Admin Council named those; Secondary had an election. Once committee members are identified, an election will be held among the committee members. The committee was established before the IR.
5. Standing Committees  
Early Childhood met – Routine Business - last year there was a list; are there members this year? It was not done last spring. The committee will be the same people as last year.

Mid Level – Met discussed voice to this committee; full time line to Mt Home

**Approved with the following change at the November 10, 2011 meeting:**

**The MLED area group hopes to add an MLED faculty line at both ASU Mountain Home and ASU Beebe. The September 27, 2011 minutes were approved with this clarification.**

Graduate – no report

ELSE – no report

Bulletin changes – correct cover page, add on to MSE for Instructional Facilitators; motion to accept, second – in the justification: 15 hour program, 9 are identified, where are the other 6 hours? Change wording to 9 hours plus the core classes – wording change ‘at’ to ‘through’ page 121 – discussion pursued about mentorship requirements; instructional facilitator mentor might be a principal, curriculum specialist, master teachers, etc.

Modify motion – approval contingent upon changes

Specialist in ed lead; superintendency track – discussion about mentor qualifications, Question: How are the academic assistants qualified? There will be no academic assistants for 7000 level course – faculty and adjuncts will teach each course – 30 students maximum per instructor.

Motion to approve carries

Fall Semester Meeting Dates – Nov 10<sup>th</sup>

Adjourn – 4:40 p.m.