

**COPE COMMITTEE**  
**Thursday, November 1, 2012**  
**Minutes**

**Present:**

Audrey Bowser, Tom Fiala proxy for Dianne Lawler, Ralph Ruby, Dixie Keyes proxy for Amanda Lambertus, Robb Lamm, David Agnew, Kyle Chandler proxy for Susan Whitehead, Irina Khramtsova, Gwen Neal, Joanna Grymes, Greg Meeks proxy for Tonja Fillippino, Annette Hux, Ryan Kelly proxy for Lance Bryant, Mary Jane Bradley (ex-officio)

**Call to Order:**

1. Joanna Grymes called the meeting to order at 3:32 p.m.

**Approval of Minutes:**

2. Ralph Ruby moved to approve minutes of October 4, 2012 with the amendment of removal of Amanda Wheeler's name from members present list and also amend line "item e" under new business it should state: Delete SCED 2514, and PE 3802 for PE 4753 instead of PE 2753. David Agnew second. Minutes were approved with amendments.

**Business:**

3. Dr. Meeks addressed the council regarding the need to put the Initial Program Assessment Plan chart format into a similar format as the Advanced Program Assessment Plan. He provided copies of the Advanced Program Assessment Plan chart to demonstrate what the charts will look like. There was no discussion.
4. Dr. Meeks addressed the council recommending the need to establish a task force to review the initial programs' conceptual framework. In light of Arkansas Department of Education adopting the INTASC standards the framework needs to be reviewed. A task force was established with the following members: Mary Jane Bradley (chair), Jeonghee Choi, Natalie Johnson-Leslie, Lance Bryant, Tillman Kennon, Gina Hogue, and Joanna Grymes. David Agnew moved to approve the Initial Programs Conceptual Framework Review Task Force, Gwen Neal seconded.

Discussion: Dixie Keyes asked how many of the people are licensed teachers or have extensive classroom experience. She expressed that she feels this is important since this is how the undergraduates are evaluated. **MOTION APPROVED.**

5. Dr. Meeks addressed the committee on the need for a Dispositions Task Force. He expressed that the college does a good job on collecting data at the exit level, but not enough at the entry and mid-point. So the Disposition Task Force will look at ways to gather this data; they will then provide recommendations to the COPE committee. Members to serve are as follows: Don Maness (chair), Ron Towery, Dianne Lawler, Dianne Langford, Rob Lamm, Susan Whitehead and Joe Nichols.

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Discussion: what the process would be; possibly an interview process, self-assessment.

Robb Lamm made motion to approve the creation of the Disposition Task Force Committee, seconded by Tom Fiala. **MOTION APPROVED.**

6. No Standing Committee Reports
7. Early Childhood, Mid-Level, Secondary, Graduate, Special Education Programs did not have reports. Dr. Audrey Bowser reported that ELCSE has met to discuss SPA reports, we are redesigning Large Scale Distance Learning format, and discussed licensure changes.

**Bulletin Change**

8. Delete course prerequisites (Introduction to Secondary Teaching SCED 2513 and Physical Education for Teachers of Young Children PE 3802) for The Physical Education Curriculum PE 4753.

Motion by Julie Milligan seconded by Greg Meeks

Discussion: questions were asked about why this is being done, does the curriculum course have anything to do with Intro to Secondary Education, concern was expressed with taking a 4000 level course before a 2000 level course, questions about is this concerning transferring students, Greg Meeks recommends sending back; and asked that Lance come to next meeting or get a PE representative to come and discuss these questions and explain the change. Julie Milligan rescinded her motion and tabled until a PE rep could be present to discuss.

**MOTION TABLED.**

**Additional Information:**

Ralph Ruby moved that whenever a department is submitting a proposal to COPE someone with knowledge of the submission will be present or the proposal will not be reviewed by COPE until someone can be present. "Present" means the representative could attend the meeting by a conference call, digitally, or in person. The representative is asked to contact the associate dean to make appropriate arrangements for setting up a conference call or digitally attending the meeting if necessary. Seconded by; Tom Fiala. Motion approved.

Dr. Meeks met with the secondary program faculty about GPA changes. It was discussed whether the GPA be changed across the Unit or allow individual programs/departments to change it as they deem necessary. It was the desire of the secondary program faculty to allow department/program to increase their GPA requirements if they desired, but not to require it across the Unit.

**Next meeting**

December 6<sup>th</sup> at 3:30.

**Adjournment:**

Meeting was adjourned approximately at 4:25.