

**MINUTES  
EXECUTIVE BOARD  
Black Hall, Room 228-7  
January 14, 2008**

1. **ATTENDING:** Connie Lambert, Martha Kurtz, Marji Morgan, John Glenewinkel
2. **GUEST:** Jim DePaepe
3. **MEETING CONVENED:** 9:05 AM
4. **CHANGES TO AGENDA:** None
5. **APPROVAL OF MINUTES:** The minutes for the meeting November 26, 2007 were accepted as submitted.
6. **REPORTS:** None
7. **NEW BUSINESS:**
  - **Accreditation, Accountability, and Assessment (AAA) College of Arts & Sciences and College of Education web seminar sponsored by NCATE**
    - Check on cost
    - University gets 1 seat
    - Deans will determine interest
    - Connie Lambert will get more information
    - Jim DePaepe suggested the program coordinators/task force directors participate
  - **Communications with reporters**
    - Martha Kurtz was interviewed by a first time interviewer. The article has been in the Observer, but not yet in the Daily Record. There were some misquotes/misinterpretations.
    - John Glenewinkel brought up the issues of the slant that occurs in interpretations and the fact that reporters ask questions not on the topic of the scheduled interview.
    - There was further discussion on dealing with the press/media.
  - **PESB Appeal Hearing on January 22, 2008 at 1:00 PM**
    - There will be a preparation meeting January 15.
    - Tracy Pellett, Associate VP of Undergraduate Studies is replacing former Provost David Soltz on the committee.
    - The focus at the hearing will be on the fact that rejoinder and appeal procedures not in place. In comparison with the NCATE procedures, the steps have not been established.
    - Jim DePaepe will present his findings of the CWU State Review website from the viewpoint of an NCATE Board of Examiners member.
    - The follow up on the provisions imposed by NCATE may be a report with links.
    - A State Site Visit on the “unmet” items in the State Report is already scheduled for this April.

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- **Discussion of preparations for the Appeal and questions on the bases for the decisions.**

Martha Kurtz asked for reminders on the timelines. Program improvement reports are due now.

Jim DePaepe:

He is developing a template for use in LiveText and will then summarize the information as a Unit Report for the CTL.

OREA report to Tracy Pellett on work and plans

Realignment of standards in LiveText; NCATE; State; CTL

Competencies – updated references

Template will be presented to the CTL Advisory Council and then submitted to the CTL Executive Board for final approval

Web – A separate State Visit site is being developed,

It deals with differences in standards numbers between the State and NCATE  
The Information for only the 7 unmet will be put up

Web - The NCATE site is being redesigned and will initially include only the 2 standards that we have conditions on.

There will be anecdotal summaries that programs are utilizing the information in assessments.

General preparations for the appeal include:

Meetings have been held a minimum of twice a month since last summer.

25 of the email messages are being used in evidence

Connie Lambert is using 3 in her presentation with regard to rumors that CWU has not done anything to correct unmet

In response to a question as to whether the data was not there?

It was not always summarized, analyzed, and discussed for program changes.

Some programs were without data.

We have 99% compliance.

With regard to participation of adjuncts, program directors on Westside are training their adjuncts. At this time the Yakima Center is the only problem area.

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Jim DePaepe's demonstration of data will include:

- Standards
- Measurements – how and what
- Program reports
- Unit report
- One of the issues for the original visit was that it may not have been easy for Site Visit Team to see how the data tied to standards

We will make the point that we “Deserve an unmet on only one portion of assessment.”

- **The idea that the Middle School Discovery School will be the model for the Excel Program was discussed briefly.**

**8. OLD BUSINESS:** None

**9. ADJOURNED:** 10:00 AM