

Connecticut State University System

Developing a State of Minds

BR#03-70



RESOLUTION

concerning

CONTINUATION OF THE CENTER FOR PROFESSIONAL DEVELOPMENT

AT

WESTERN CONNECTICUT STATE UNIVERSITY

December 12, 2003

WHEREAS, The Center for Professional Development was established at Western Connecticut State University by Board Resolution 89-10 as the Center for Developmental Studies reauthorized by BR92-11, BR95-14, and BR98-60, and renamed BR97-87 and

WHEREAS, The President of Western Connecticut State University has evaluated the work of the Center for Professional Development and has recommended its continuation, therefore, be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the continuation of the Center for Professional Development at Western Connecticut State University and requires that the President submit a report to the Chancellor of the Connecticut State University System evaluating the performance of the Institute and recommending continuance or discontinuance by September 1, 2008, and be it further

RESOLVED, That the Center for Professional Development at Western Connecticut State University shall go out of existence on December 31, 2008, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Handwritten signature of William J. Cibes, Jr. over a horizontal line, with the printed name and title 'William J. Cibes, Jr. Chancellor' below it.

ITEM

Continue Center for Professional Development at Western Connecticut State University

BACKGROUND

The Center for Professional Development was established by BR 89-10 as the Center for Developmental Studies; its name was changed in 1997. It is the official outreach arm of the Education and Educational Psychology Department at WestConn, in accordance with standards of the State Department of Education, the National Council for the Accreditation of Teacher Education (NCATE) and the Council For Accreditation of Counseling and Related Educational Programs (CACREP). The Center serves as a primary source in providing professional development support, outreach and public service activities for school faculty and administrators.

ANALYSIS

The Center for professional development is directed by a faculty member from the Education and Educational Psychology department (25% assigned time) and has sufficient clerical support. The CPD involves WestConn education faculty members in professional development activities that maintain contact with the area's K-12 teachers and administrators. A list of eight different types of professional activities is included in the report. The Center also takes an active role in the local educational community, adding its professional expertise to enhance the skills of educational professionals and maintaining a presence in the area where many graduates of the teacher education and counseling programs are employed.

During the past five years, CPD activities have reach over 2,000 teachers, student teachers and students, with over 700 enrolled in graduate-level professional development courses. The Center appears to operate within its budget. Beginning in 2002 the university provided financial support for outreach activities.

President Roach has recommended the continuation of the Center, describing it as a valuable asset to the university and the Danbury educational community.

CHANCELLOR'S RECOMMENDATION

Approve the continuation of the Center for Professional Development at Western Connecticut State University with a sunset date of December 31, 2008, if the Center is not recommended for continuation.



OFFICE OF THE PRESIDENT
JAMES R. ROACH, PH.D

C: Estela
O: Becky

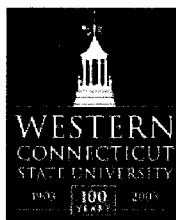
To: William J. Cibes
From: James R. Roach *R*
Date: September 5, 2003
Re: WCSU Center for Professional Development

Attached is a progress report for the Center for Professional Development at Western Connecticut State University. As you can see from the report, the Center has been quite active and has made significant achievements.

I am requesting that the Center for Professional Development be extended for another five years and that the progress report and my recommendation be scheduled for the next meeting of the BOT. If I can provide additional information, please do not hesitate to contact me.

Attachment

c: E. Buccini
E. Lopez
A. Sturtz



WESTERN CONNECTICUT STATE UNIVERSITY

REPORT TO THE CONNECTICUT STATE UNIVERSITY

BOARD OF TRUSTEES

**1999-2003 ACTIVITIES
THE CENTER FOR PROFESSIONAL DEVELOPMENT**

**Submitted by
John Caruso, Jr., Ph.D
CPD Director**

September 2003

**BOARD OF TRUSTEES
CONNECTICUT STATE UNIVERSITY**

REPORT ON CENTERS, INSTITUTES AND RELATED ACTIVITIES

**Center for Professional Development
Western Connecticut State University
John Caruso, Jr., Ph.D., Director**

1. **Period covered by this report: From: July 1999 To: July 2003**
2. **General description of programs undertaken:**

During 1999-2003, the WCSU Center for Professional Development (CPD), amassed a record of accomplishments in its 18 years as the official outreach arm of the Education & Educational Psychology Department in accordance with Connecticut State Department of Education, NCATE and CACREP Teacher/School Counseling Preparation Program Approval Standards. It is vital that CPD continue its outreach and public service activities as WestConn's Teacher Education programs, which constitute the largest enrollment at the university, will undergo a reaccreditation visit in April 2004. The standards that affect and guide the activities of the CPD include:

NCATE Standard 3: Field Experiences and Clinical Practice

NCATE Standard 5: Faculty Qualifications, Performance, and Development

CACREP - Knowledge and Skill Requirements for Community Counselors

CPD serves as the Education Department's conduit and direct link to twelve contiguous school districts with a primary emphasis on Danbury as WestConn's teacher preparation programs are based on an urban model. Beginning in 1989, the E&EP Department designated three elementary level professional development schools, which have grown into seven partner sites. CPD funds a variety of activities at these seven K-5 partner schools including professional development, the purchase of educational materials and computer software, in-service technology training, counseling services and support for summer tutorials and enrichment activities.

The CPD involves WCSU education faculty members in professional development activities that help to maintain contact with K-12 public school teachers, counselors and administrators to increase their knowledge of and skills in effective teaching/counseling practices.

In 1986, the E&EP Department created the CENTER FOR DEVELOPMENTAL STUDIES (CDS), to deliver individualized programs and services to public school districts. As K-12 public education evolved, the interests and focus of CDS participants, coordinators, teachers and faculty began to emphasize: professional development; regional accreditation; national licensure; sponsoring regional and national conferences; international initiatives; collaborative training; recruitment of diverse students; counseling institutes; preparing K-12

teachers to infuse instructional technology; providing services to exceptional students; demonstrating assistive technology and software; inclusion, ADA, ADHD & OCD; CEU bearing professional development activities; the expansion of Professional Development Schools (PDS) in Danbury as sites for pre-professional experiences in Elementary Education teacher certification programs.

The CDS Advisory Board changed its name to THE CENTER FOR PROFESSIONAL DEVELOPMENT (CPD), effective April 1997, to emphasize life long learning, assisting educators, students, and community members to professionally develop and to support emerging national and international teacher education and counseling accreditation standards. The CPD is governed by a set of bylaws approved by the WCSU University Senate and WestConn's President.

Since 1991, the CPD has been an ex-officio member of the Western Connecticut Superintendents Association. The CPD Director, or the Chair of the Education Department, attends monthly WCSA meetings composed of superintendents from twelve local school districts. These monthly meetings serve as an essential peer to peer contact with public school districts that host WestConn's PDS (Professional Development School) students, student teachers and most important employ the graduates of our teacher education and school counseling programs.

In April 1994, and 1999 the CT State Department of Education and the CT Department of Higher Education Teacher Education Reaccreditation Team awarded WCSU multiple commendations for its teacher education and counseling programs. One of the commendations received during both reaccreditation visits was for **Standard 6.4, Cooperative Arrangements With Elementary And Secondary Schools Are Sought And Established**; which includes the activities of CPD.

3. Participants

Program	# of Students	# of Faculty	# of Others (including the public)
¹ ED 733-46 sections	703 – K-12 teachers	46	138 guest consultants
² PDS Training	21 – K-12 teachers	01	0
PDS Training	45 – 7-12 teachers	05	0
³ ST Seminars	1250 – student teachers	30	625
Great Books Workshop	35 – K-12 teachers	01	0
PSAT Preparation	10 – 7-12 students	02	8
Tourette's Conference	32 – K-12 teachers	03	375
⁴ Summer Tutorials	140 – 1-5 students	01	25

¹ ED 733 are graduate level staff development seminars

² PDS training involves professional development activities for K-12 teachers

³ ST are student teaching seminars

⁴ CPD sponsored summer school tutorials for K-5 urban youth in Danbury

4. University staff time assigned by semester to this activity:

Full-time Faculty

<u>Name</u>	<u>Dept/School</u>	<u>Semester</u>	<u>% of Time Assigned</u>
Dr. John Caruso, Jr.	E&EP/SPS	FA/99-SP/03	25%

Part-time Faculty

<u>Name</u>	<u>Dept/School</u>	<u>Semester</u>	<u>% of Time Assigned</u>
N/A			

Other Staff (Clerk Typist)

<u>Name</u>	<u>Dept/School</u>	<u>Semester</u>	<u>% of Time Assigned</u>
Ms. D. Euvrard	E&EP/SPS	SP/98-Fall/00	10 hours per week
Ms. S. Hatch	E&EP/SPS	SP/00-SP/02	10 hours per week
Ms. M. Palanzo	E&EP/SPS	SP/02-SU/03	10 hours per week

5. Financial Schedule for Reporting Period

Beginning Balance - July 1, 1999 \$56,303

Income/Receipts*

Grants/Contracts:	
⁵ Student Fees/Charges:	\$12,266
⁶ Other (University Support):	<u>\$38,900</u>
Total	\$51,166

Expenditures*:

Personal Services:	\$37,453
Equipment:	\$1,669
O/E:	\$3,065
Other:	<u>\$11,598</u>
Total:	\$53,785

Ending Balance - July 1, 2003 \$53,684

*Show in-kind contributions in footnotes only, not on financial schedule.

6. Current authorizing resolution establishes sunset date at: December 31, 2003.

⁵ The university shared with CPD the tuition generated by the ED 733 seminars from 1988-2002

⁶ Beginning in 2002 the university funded educational outreach activities conducted by CPD

7. Campus President's evaluation of the activity and recommendation for continuance or discontinuance:

The Center continues to be a valuable asset to the university and to the Danbury area educational community with which it is truly engaged. Therefore, I recommend the continuance of this center.

8. If President's recommendation is for continuance, please outline plans for the future.

The CPD will continue to function as the official outreach arm of the Education & Educational Psychology Department, School of Professional Studies, in accordance with Connecticut State Department of Education Teacher Preparation Program Approval Standards, CACREP and NCATE Teacher/Counselor Education Standards.

The CPD will continue to offer graduate institutes (ED 733) in January, March and during summer sessions for K-12 educators; CEU-bearing professional development activities; sponsorship of regional and national conferences; international training initiatives; PSAT tutoring; PSAT tutoring; counseling institutes; instructional technology training; and WestConn's PDS initiative. It will maintain professional peer to peer relationships with school superintendents and principals of PDS partner sites, and it will continue the recruitment and preparation of diverse students to attend Western Connecticut State University.