Guest: Dr. Tom Lough discussed the overview of a possible P-12 endorsement for Instructional Computer Technology. The CAC encouraged Dr. Lough to continue with required routing procedures necessary to complete this proposal.

Old Business
- January 9, 2004 is the confirmed date for the spring faculty retreat, which will be held in Alexander Hall. Details concerning the agenda will be discussed at the next CAC. Faculty please put this date on your calendars.

New Business
- Dean’s Office Grant Coordinator—Dr. Patmor has accepted this responsibility. All faculty and agencies that work with the College of Education are asked to be sure they communicate with Dr. Patmor at the beginning of the grant writing process. This will help coordinate the process of the grant writing and enable the dean’s office to keep complete and accurate records.
- KATE’s Accountability role in the public schools-KATE’s mission is a state-wide mission which requires them to assist, train and support the public schools in technology on an on-going basis. Please remember that they are now performing this important mission and supporting the College of Education faculty and staff with less personnel due to the ending of the PT 3 grant.
- KATE Faculty Technology Self-Assessment Data-Brenda Nix showed the CAC data that showed the consistent growth in technology of our education students.
- Portfolio Discussion-Please read the email that Brenda Nix has sent to address the portfolio process. Should you have further questions, please ask your chair or the dean’s office. CAC has asked that the faculty mentors meet again to revisit this issue to facilitate a better understanding of the portfolio process.

Informational
- Undergraduate Enrollment Data-Handout
- Freshman Below 2.0-Handout
- Sponsored Programs-OSP Training Session-Handout
- WKEC Newsletter-Handout
- KTIP Pilot Project-Handout-Dr. Patmor-Tabled
- Dean’s Meeting Information-Handouts-Dr. Wall