

**2004-2005 ACTIVITIES REPORT OF THE
WCSU CENTER FOR PROFESSIONAL DEVELOPMENT**

SUBMITTED TO

**THE WESTERN CONNECTICUT
STATE UNIVERSITY SENATE**

BY

DR. JOHN CARUSO JR., CPD DIRECTOR

**WITH ASSISTANCE FROM
MS. MARTHA PALANZO, CPD ASSISTANT**

**EDUCATION & EDUCATIONAL PSYCHOLOGY DEPARTMENT
DR. KATHRYN CAMPBELL, CHAIR**

WESTERN CONNECTICUT STATE UNIVERSITY

MAY 2005

OVERVIEW OF CPD ACTIVITIES 2004-2005

During the 2004-2005 academic year, the WCSU Center for Professional Development (CPD) continued its 20th year as the official outreach arm of the Education & Educational Psychology Department in accordance with CT State Department of Education/NCATE Teacher Preparation Program Approval standards and national CACREP accreditation standards:

NCATE Standard 3: Field Experiences and Clinical Practice

The unit and its school partners design, implement, and evaluate field experiences and clinical practice so that teacher candidates and other school personnel develop and demonstrate the knowledge, skills, and dispositions necessary to help all students learn. The CPD supports and facilitates the collaboration between Unit and school partners.

NCATE Standard 4: Diversity

The unit designs, implements, and evaluates curriculum and experiences for candidates to acquire and apply the knowledge, skills, and dispositions necessary to help all students learn. These experiences include working with diverse higher education and school faculty, diverse candidates, and diverse students in P-12 schools. The CPD supports programs for disadvantaged youth and students of color in Danbury, to include summer activities at Mill Ridge Intermediate School, Morris Street Elementary School, the Harambee Center for Youth and the annual Diversity at the University campus tour.

NCATE Standard 5: Faculty Qualifications, Performance, and Development

Faculty are qualified and model best professional practices in scholarship, service, and teaching, including the assessment of their own effectiveness as related to candidate performance; they also collaborate with colleagues in the disciplines and schools. The unit systematically evaluates faculty performance and facilitates professional development. The CPD involves education faculty members in professional development activities that help to maintain contact with public schools and increase their knowledge of effective teaching practices.

CACREP Standards Section I – The Institution

Cooperative relationships exist between the academic unit and other academic units that contribute to the professional preparation of students in the program as well as off-campus professional and community resources. CPD maintains cooperative relationships with A&S, ASB faculty and community schools/agencies.

Knowledge and Skill Requirements for Community Counselors

2. Models, methods, and principles of program development and service delivery for a clientele based on assumptions of human and organizational development, including prevention, implementation of support groups, peer facilitation training, parent education, career/occupational information and counseling, and encouragement of self-help; 3. Effective strategies for promoting client understanding of and access to community resources.

In 1986, the E&EP Department created the Center for Developmental Studies (CDS), to deliver individualized programs and services to public school districts. Initial funding for CDS, was derived from a \$15,000 residual from a federal job training grant written by former E&EP Chair Stanley Klein (ret), Dr. Joseph Cillizza and Professor John Devine (ret). Effective April 1997 the CDS (sic) was renamed the Center for Developmental Studies (CPD), to emphasize life long learning, assist educators, students, community and corporate members to professionally develop and to support national (NCATE) and international teacher education and counseling accreditation (CACREP) standards. Between 1986 and 2001, CPD operating funds were generated primarily from a tuition sharing agreement and grant activities. They agreement was abrogated without consultation with the CPD Advisory Board or the Chair of the E&EP Department. Consequently, CPD received an operating budget from the VP of Financial Affairs through the SPS Dean. Each year the amount of funding declined approx. 15-20%.

In April 1994, 1999 and 2004 the CT SDE and the CT DHE Teacher Education Reaccreditation Team awarded WCSU multiple commendations for its teacher education and counseling education preparation programs. One of the commendations received during all three reaccreditation visits was for Standard 6.4, which includes the outreach activities of CPD that support teacher education, Professional Development Schools, summer tutoring programs in Danbury and diversity activities.

The CPD is governed under by-laws approved by the University Senate and a continuing five-year resolution by the CSU BOT. The CPD Director receives three (3) WLC each regular academic semester (Fall and Spring) to conduct activities from September to May (winter break excluded) including preparing the annual report and the annual spending

plan. In August 2003, a five year activity report was prepared by the CPD Director and submitted to former President Roach requesting a five year reauthorization of the CPD by the CSU BOT. On 12 December 2003 the CSU BOT granted the CPD a five-year reauthorization until 31 December 2008.

The bylaws for the CPD were revised in Spring 2003 and submitted to the University Senate for its approval. Under the revised bylaws the CPD is governed by an Advisory Board composed of nine (9) voting members including: the Dean of the School of Professional Studies, the E&EP Department Chair, the CPD Director, five (5) full time E&EP faculty members and one (1) PK-12 public school administrator elected for a one year term by the E&EP Department every May.

The SPS Dean did not support the unanimously approved decision by the CPD Advisory Board in the original 2003-04 spending plan to provide funding for the CPD Director's administrative functions during Summer School 2003 and the January 2004 Winter break. In order to provide continuing services and adhere to NCATE Standards, the CPD Director worked without compensation or release time during the January and Summer intersessions.

CPD was impacted by the May 2003 *WestConn's Academic Council's* approval of a policy proposed by the SPS Dean (minutes from the meeting are not available) affecting speakers for all School of Professional Studies undergraduate and graduate classes. This speaker's policy reduced funding for ED 733 Staff Development Seminars by 40% (from \$400 to \$225) and may have contributed to a drop in enrollment of approx. 125 students in ED 733 classes or the loss of approx. \$100,000 in tuition revenues since that decision was made.

***POLICY GUIDELINES FOR SPS COURSE GUEST LECTURER HONORARIA
(Approved by WestConn's Academic Council on 5/27/03)***

- 1. All course guest lecturers will be paid a consistent and equitable hourly "professional" honoraria fee of no more and no less than \$75.00 per hour for their*

lecturing in departments' traditional undergraduate and graduate courses, as collectively derived from adjunct group lecturer and full-time faculty hourly fees.

2. *During an academic semester, January intersession, or summer intersession, an undergraduate or graduate traditional, 3 credit course may have either one paid guest lecturer who lectures no more than 3 hours for a given course, or may have up to three paid guest lecturers, each of whom lectures no more than one hour for a given course.*
3. *Course guest lecturer honoraria fees shall be paid from a department's "non-operational" account. Course guest lecturer honoraria fees shall never be paid from a department's operational account.*

Since 1986 the achievements of the CDS/CPD including programs, projects, conferences, and workshops received state, national and international distinction. The CPD prospered since 1986 under the leadership of nine coordinators/directors:

Prof. John Devine	1986-89
Dr. Janet Kremenitzer	1989-90
Dr. Lawrence Kershner	1990-91
Dr. Janet Burke	1991-92
Dr. Paul Sequeira	1992-93
Dr. Joseph Cillizza	1993-94
Dr. Thomas Cordy	1994-96
Dr. Darla Shaw	1996-97
Dr. John Caruso Jr.	1997-05

**2004-2005 CPD Support for Proposed
ED 733 Staff Development Seminars**

Aug 2004	ED733-51 – Legal/Ethical Issues in Schools Dr. Aram Aslanian
Aug 2004	ED733-61 – Implications of NCLB Legislation Dr. Joseph Cillizza
Aug 2004	ED733-62 - Family Counseling & Counseling in School Dr. Aram Aslanian

- Aug 2004 ED733-63 – Art Experiences for Educators
Dr. John Caruso & Dr. Hwa Young Caruso
- Aug 2004 ED733-64 – Implications of NCLB Legislation
Dr. Vincent Ziccolella
- Jan 2005 ED733-81 – Sexuality Counseling
Dr. Michael Gilles
- Jan 2005 ED733-82 – Developing Creative Problem Solving Skills
Dr. Joseph Cillizza
- Jan 2005 ED733-83 – Online Assessment & No Child Left Behind
Dr. Janet Burke & Dr. John Caruso
- Jan 2005 ED733-84 – Digging into Diversity Through Children’s Literature
Dr. Marsha Daria
- Mar 2005 ED733-91 – Grief Counseling for Children
Dr. Aram Aslanian
- Mar 2005 ED733-92 – Developing Best Practices
Dr. Joseph Cillizza

2004-2005 CPD Sponsored Activities

ANNUAL ACTIVITIES

- 2004/2005 CPD funded honoraria for guest speakers/representatives/materials from educational, cultural, professional and recreational organizations for 13 proposed SSIV 2004, January 2005, and March 2005, sections of ED 733 STAFF DEVELOPMENT SEMINARS. The CPD Director contacted each ED 733 instructor and explained the WCSU protocol and deadlines for contracting and confirming guest speakers/ representatives from educational, cultural, professional and recreational organizations.
- 2004/2005 The CPD link on the WCSU homepage was reviewed by the CPD Director.
- 2004/2005 CPD funded refreshments for four Student Teaching Triad meetings (Sep, Dec, Jan & May) to host WCSU student teachers, university supervisors and cooperating teachers. The total number of participants including faculty, cooperating teachers and student teachers in attendance at the four sessions was approx. 450.

- 2004/2005 CPD funded the bi-annual Diversity at the University Program initiated by Dr. Caruso. The program as continued under the leadership of Dr. Marsha Daria (E&EP) invites approx. eight-five 5th grade students and their teachers to the WCSU Midtown Campus in the Fall and Spring for a day's activities to include: skits, role play and tours. For many elementary students the guided visit to Western is a seminal experience which connects many students to goal of attending college.
- 2004/2005 CPD maintained annual membership in the Western CT Superintendent's Association (WCSA). The E&EP Chair attends monthly WCSA meetings from September to June.
- 2004/2005 CPD funded vouchers for instructional materials at the Danbury Teacher Parent Store for guest speakers and public school representatives in double sections of the Elementary Education Professional Semester courses (ED 351, 360, 400, 440 and EPY 405).
- 2004/2005 CPD funded vouchers for instructional materials at the Danbury Teacher Parent Store for the placement of Elementary Education Professional Semester students in the following Danbury based Professional Development School partner sites – King Street Primary, Hayestown Elementary, Stadley Rough Elementary, Pembroke Elementary, Shelter Rock Elementary, Roberts Avenue Elementary and Mill Ridge Primary School.
- 2004/2005 CPD funded refreshments for two Counselor Education meetings with Practicum Supervisors and a Counselor Education meeting with the Counseling Advisory Board.

SUMMER & FALL 2004

- July 2004 CPD supported Danbury Public School's 2004 "Sunsational Summer Camps" academic tutoring and cultural enrichment program at Mill Ridge Intermediate School and Morris Street Elementary School from June 28th-July 30. The program provided enrichment activities for students ages 6-12 including a theme based weekly field trip.
- Nov 2004 CPD coordinated and hosted a breakfast meeting for the E&EP Department with eight Danbury Professional Development School principals and the Assistant Superintendent for Personnel to discuss supporting and improving the PDS model.

SPRING 2005

- Feb 2005 A new Thank You Cake protocol was proposed by Dean Lynne Clark who suggested that the Danbury PDS partner schools would be more

appreciative if the CPD Thank You cakes were delivered by the faculty liaison or the students participating in a PDS for ten days. Upon careful review of the proposal the E&EP Chair and the CPD Director concluded that it violated the purpose and responsibilities of the PDS Liaisons (full time faculty) who received fractional work load credits to supervise Professional Semester students in the PDS sites. The existing policy of having the Thank You Cakes delivered by the CPD assistant was continued. The CPD Assistant, Ms. Martha Palanzo, delivered Thank You cakes to a total of eleven schools for both semesters in Danbury and whenever possible photographed the warm reception she received.

- Mar 2005 The CPD developed a projected spending plan to support the creation and maintenance of a Secondary Education Professional Development School preferably in Danbury, CT. The projected costs of \$3500-\$4000 would provide the receiving middle and secondary schools with a gift certificate worth \$44 dollars for each Western secondary student placed in their school during the Fall semester. In addition a Thank You Cake would be delivered to each host PDS at the end of the Professional Semester experience.
- Mar 2005 CPD assisted the WCSU Institute for Holistic Health Services and the Connecticut Holistic Health Association by distributing 1,000 flyers announcing the 07 April presentation by Dr. Judith Orloff who spoke about *The Power of Intuition and Positive Energy to Heal*. The presentation was arranged by Professor Emeritus Dr. Jeanette Tedesco retired chairperson of the Health Education Department (HPX).
- Mar 2005 CPD Director discussed collaborative PDS programs and system wide professional development for teachers and staff with Danbury's Assistant Superintendent for Personnel, who serves on the CPD Advisory Board.
- April 2005 CPD with the assistance of Dr. Joseph Cillizza arranged a one hour Slam Poetry reading session in honor of Dr. James Schmotter's inauguration on Friday 22 April 2005. The Slam Poetry reading session and musical accompaniment was provided by students and staff from the Danbury based Harambee Youth Center.
- May 2005 CPD provided funding for the Danbury Harambee Youth Center to conduct a summer program during July 2005 serving culturally diverse students ages 6-15.
- Apr 2005 CPD partially funded two Danbury based summer tutoring programs for students from families in need. Both programs will offer onsite tutoring and enrichment activities to 240 Danbury students enrolled in Mill Ridge and Morris Street schools.

- Apr 2005 The CPD Administrative Assistant (Ms. Palanzo) prepared a display board and printed 125 copies of a grant abstract for the Second Annual Four Campus CSU Assessment Conference at ECSU. The abstract described the results of a \$3000 CSU grant awarded to Dr. John Caruso and Dr. Michael Wilson to develop or modify an instrument to measure dispositions acquired during Western's teacher preparation program.
- May 2005 CPD Director and the Administrative Assistant prepared the CPD Annual report as submitted to the University Senate and the projected 2005-06 spending plan to the CPD Advisory Board.

CPD ANNUAL SPENDING PLAN

Revenue sources include support for Community Outreach from the VP of Fiscal Affairs and a graduated fee (10-20%) of gross unadjusted charge to sponsor professional development activities, grants, workshops, presentations, instructional technology training, seminars, triad meetings and publications.

The CPD annual spending plan funds one salaried employee, a clerk typist (10 hours per week at \$13.94 per hour with limited benefits) and the operating expenses for maintaining the CPD Office on the WS Campus. Effective Fall 2003, CPD pays for 20% of the costs of its one salaried employee, a clerk typist, from its Reserve funds.

Harambee students share slam poetry

One of many Inaugural Week events was a slam poetry presentation by students from the Harambee Youth Center in Danbury. Harambee provides recreational, educational, social and cultural programming for local youth. It's a place that changes lives, which is why the April 12 Student Center performance made perfect sense.

"They say there's poetry everywhere," said Norman Riley, a Harambee volunteer, before turning the stage over to 16-year-old Juan Vasquez and 17-year-old Jeanette Lin, who recited original poems accompanied by music.



"I really believe the kids have something to say, and for me it's a deeply moving experience," Riley said. "Nobody cares enough about these kids."

WestConn's Center for Professional Development (CPD), the outreach arm for the education department, cares. The CPD has supported the Harambee Youth Center for nearly 30 years, sending WestConn students to work with Harambee students, donating needed equipment and supplies, and recently donating funds for the student poets' work to be compiled in a creative writing magazine.

"The attendance at Dr. Orloff's talk was phenomenal," she said. "She's a well-known speaker, and we had people in the audience from New York, New Jersey, Massachusetts and Pennsylvania. That excitement parlayed and carried into the Holistic Health Fair on April 9. It was our third fair and we had more vendors than we've had in the past. It was a nice event."



Rajcula said the Orloff event raised close to \$6,000 for student scholarships in the health promotion and exercise sciences department.



CPD Activities – Slam Poetry, Holistic Health and PDS Thank You Cakes.