

**MINUTES  
EXECUTIVE BOARD  
Black Hall, Room 228-7  
October 3, 2011**

1. **ATTENDING:** Connie Lambert (CEPS), Jim DePaepe (OREA), Kirk Johnson (COTS), Paul Farris (Superintendent), Marji Morgan (CAH)
2. **MEETING CONVENED:** 9:00 am
3. **CHANGES TO AGENDA:** The agenda was approved as is.
4. **APPROVAL OF MINUTES:** The May 23, 2011 minutes were approved as is.
5. **NEW BUSINESS:**
  - **TPA**
    - There are eleven rubrics that are completed, on candidates; the rubrics and supporting documentation is then submitted to Pearson for external review. Scores and feedback are then sent back to candidates for corrections before the documentation is then resubmitted. With our quarter system, there may not be sufficient time for the candidate to complete the TPA in one quarter. If we were to go to a two-quarter student teaching or semester system, the timing problem could be eliminated. Right now, candidates will need to complete the entire TPA within the first two weeks of Student Teaching in order to submit to Pearson and get the results back in time to make corrections. We really need them to be in the classroom for 20 weeks rather than 10 weeks.
    - Six handbooks are now fully completed, and they are working on completing another twelve.
    - This year (January through December 2012) is the pilot year for the TPA. Candidates are not required to pass the TPA in order to be certified, nor will they be required to pay.
    - Pearson will be hiring and training scorers to score the TPAs. They will charge candidates around \$300 and pay scorers \$75 per TPA scored.
  - **Macau Student Teaching Experience**
    - We plan to send 12 candidates to Macau in February to student teach for two quarters in a bilingual school. One school is Kindergarten through second grade, and the other is sixth through twelfth grade. The candidates will be there for four months.
  - **Advisory Council Memo**
    - A recommendation was submitted to the Executive Board from the CTL Advisory Council. The Advisory Council would like the Executive Board to approve that a signature line be added to all major forms used by the education departments. This will require all candidates to visit Black Hall 101 to meet with an education advisor.
    - There was a discussion at the Advisory Council meeting as to whether or not the Professional Education Program should be added automatically to the CAPs Report when the major is declared. Concern was voiced that adding the 'option' automatically will prevent some candidates, who decide not to become certified or wish to get their degree first, from graduating. On the other side, candidates complete their entire major without ever meeting without taking any of their Professional Core, because they simply don't know that they have to. The new

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program has specific requirements and prerequisites that they need to be taken in order to get into and through the program.

- There is open advising for education candidates on Fridays at 12:00 and an advisor is housed in BL 101.
  - A comment was made, "if you feel your faculty are doing a good job advising students about the Professional Education Program requirements then this is unnecessary".
  - A recommendation is to discuss this concern with program faculty. That the recommendation implies that content faculty are not doing their jobs. This needs to be vetted with all content faculty to make sure that they are ok with this prior to any approval.
- **WEST-B**
    - The WEST-B has been a concern for several years, that candidates either pass the test or they cannot get into teacher education. The WEST-B tests Reading, Writing, and Math as does the SAT, ACT, and Compass tests. Jim met with the PESB Research Advisory group and proposed that he completes concurrent validity analysis among the tests taken by CWU candidates. This summer Jim's office developed a database to compile all test data. At this time it is unclear if we have enough data considering most of our education candidates are transfers, but we at least have enough to check the relationships.
    - The PESB is willing to take results of this analysis to the legislature, not for the purpose of eliminating the WAC governing the WEST-B, but to amend it so that if a candidate receives a certain score on the SAT, ACT, or Compass they will not be required to take the WEST-B.
    - Jim should have the data collected and the numbers crunched after Christmas break.
    - A comment was made that the cost of becoming a teacher is significant. All candidates are required to take the WEST-E, have fingerprint clearance, the new TPA; eliminating the WEST-B requirement would reduce the cost for some candidates.
  - **Program Coordinator Meetings**
    - Program Coordinators will need to start meeting once a month to start preparing for the State review.
    - Program Coordinators will need to look at Student Voice, this is a new piece to Standard V and the State will be looking at this closely.

**6. OLD BUSINESS:**

- **Alternative Route to Certification**
  - The required proposal was completed and approved. We will be offering an online pathway to certification. Brochures have been created, but we are still waiting for approval from public relations and marketing.
  - There is currently a part time position that we are working with Human Resources to post. This person will organize next summer's program, help with candidate recruitment, submit a grant to support the program, travel to meet with school and community personnel to garner interest, and write the curriculum. We want to have face to face meetings with ESD representatives.

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- We will be partnering with rural schools with high needs that are having difficulty recruiting and retaining teachers. The schools will help identify the high needs area, as well as people within their community who have degrees in the high needs area. We will then help these candidates obtain their certification.
- Candidates will come to campus for 10 weeks in the summer where we will help set up their plan, teach them how to complete the online program, and then place them in a classroom where they will intern for a year.
- **Crystal Apple Awards**
  - The award ceremony went great. Mary Alice Heuschel was our guest speaker this year and she did a great job. She will also be our distinguished alum next year.
- **Curriculum Assessments and Outcomes**
  - This is still being discussed at the Advisory Council level. Tabled until the next meeting.

**7. ADJOURNED:** Meeting was adjourned at 9:56 am