

MEETING MINUTES
11 December 2002
Advisory Council
Black Hall 228-19

Members Present: Jim DePaepe, David Shorr, Martha Kurtz, Beverly Heckart, Rosco Tolman, Phil Diaz, Osman Alawiye, Phil Tolman and Connie Lambert.

1. **MEETING CONVENED:** 3:15
2. **CHANGES TO AGENDA:** None
3. **APPROVAL OF MINUTES:** October minutes approved as corrected.
4. **EXECUTIVE BOARD REPORTS:** Jim DePaepe
 - Assessment Committee: Jim is writing a contract for a database specialist to complete the File Maker Pro relational database.
 - Professional Education Advisory Boards (Connie Lambert): The committee met and the main area of discussion was Pedagogy Assessment via a Tel-conference with Barb Philips.
 - Diversity Committee: No report.
 - Candidate Scholarship Committee (Judi Robinette): No report.
 - Faculty Development and Scholarship Committee: No report
5. **ADVISORY COUNCIL REPORTS:**
 - Candidate Admissions, Recruitment, and Retention Committee (Chair, Connie Lambert): They are waiting for the results of the last group that took the WEST B test in November. It appears that the writing section is the most difficult/time consuming. Tutoring in all area of the test is now available.
 - UPC P-12 Committee (Chair, David Shorr) David reviewed data from the last WEST B test. See attachment 1.
 - Graduate Program Committee (Chair, Phil Diaz) No report
 - UPC Middle and High School Committee (Chair, Beverly Heckart) No report
 - P-12 School Based Services Committee (Chair, Osman Alawiye) No report
6. **NEW BUSINESS:**
 - Connie stated that as a reminder all Endorsement Re-approvals are due to her by January 1, 2003.
 - The Council made a recommendation for removal of the COM requirement for admission to the Teacher Ed Program be approved by the CTL Executive Board. Jim will take this recommendation to the next Executive Board meeting for their approval.
 - A discussion of removal of the C- requirement for Basic and Breath for non-transfer Education students. Because transfer students can be admitted to the program with a grade lower than a C-. The committee agreed that the transfer students should be required to retake the class for a higher grade rather than lower the standard for non-transfer students.
 - Jim sent out an email regarding Professional sequence program change. There will be a Program add and change regarding classroom management skills, which is a direct reflection of the need for change provided from a survey/evaluation in early 2002.
7. **OLD BUSINESS:** None.
8. **ADJOURNMENT:** 4:50