

MEETING MINUTES  
12 March 2003  
Advisory Council  
Black Hall 228-19

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

1. **MEETING CONVENED:** 3:20
2. **CHANGES TO AGENDA:** None
3. **APPROVAL OF MINUTES:** 5 February minutes approved as written.
4. **EXECUTIVE BOARD REPORTS:** Jim DePaepe
  - Assessment Committee: No report
  - Professional Education Advisory Boards (Connie Lambert): They meet 13 March.
  - Diversity Committee: No report.
  - Candidate Scholarship Committee (Judi Robinette): No report.
  - Faculty Development and Scholarship Committee (FDSC): At the next Executive Board meeting, in April, will review the charge of FDSC committee. Jim will report back to the council any recommendations for changes in the current committee charge.
5. **ADVISORY COUNCIL REPORTS:**
  - Candidate Admissions, Recruitment, and Retention Committee (Chair, Connie Lambert): The Committee has 33 WEST B vouchers to be given away for the next two test sessions.
  - UPC P-12 Committee (Chair, David Shorr): No report
  - Graduate Program Committee (Chair, Phil Diaz): No report.
  - UPC Middle and High School Committee (Chair, Beverly Heckart): Beverly reviewed the charge of the Gear-Up Grant and UPCMHSC membership is not needed.
  - P-12 School Based Services Committee (P-12 SBSC) (Chair, Osman Alawiye) Jim reminded the council of that the Executive Board and Advisory Council were in agreement that P-12 SBSC would be the steering committee for the PT3 Grant. Mary Lochrie, the grant coordinator, will provide updates to P-12 SBSC as requested.
6. **NEW BUSINESS:**
  - Discussion of the Praxis 2, (content exit exam) and from that discussion a motion was made by David Shorr and passed by Council that effective immediately a copy of the WEST B test score be submitted with the student application for admission into the Teacher Education Program. Connie will inform her department of this new requirement.
7. **OLD BUSINESS:**
  - The handouts (tables of TEP required practicum, pedagogy and upper division courses) from the last meeting will be reviewed by Beverly. She will contact each department to complete and correct the list of pedagogy courses and return them to the committee. They then will be forwarded to Linda Hoff for FS.
  - Beverly presented an outline (see attachment #1) for evaluation of curriculum proposals. Changes to the outline were needed and it will be resubmitted at the next meeting.
8. **ADJOURNMENT:** 4:55