

**CTL Advisory Council Minutes**  
**2 February 2005**  
**Black Hall 228-19**

**MEMBERS PRESENT:** Jim DePaepe, David Shorr, Shari Stoddard, Bobby Cummings, Robert Sorrells, Phil Tolin, Connie Lambert, Don Woodcock, and Bruce Palmquist

**MEMBERS ABSENT:** Michael Chinn and Marwin Britto,

**GUEST:** Wayne Quirk

**CONVENE MEETING:** 3:15

**CHANGES TO AGENDA:** None

**APPROVAL OF MINUTES:** 28 January minute approve with a few typo corrections

**EXECUTIVE BOARD REPORTS:** Jim DePaepe

- Assessment Committee: Jim developed an NCATE Disposition Sub Committee. The members are Connie Lambert, Chris Curran, Connie Weiner, and Denise Anderson. This committee will develop the disposition for the Department of Ed.
- Professional Education Advisory Boards (Connie Lambert). Next meeting in March.
- Candidate Scholarship Committee (Judi Robinette) There is four scholarships to award this year. The Berg-Albrecht one for \$5,000.00, Charles Wright two for \$1,500.00 each, Catherine Moe one full scholarship and the Dyveke one for \$1,500.00. The committee will meet the last week of March to select presentation candidates and then in the first week of April they presentation will be made and the awards will be made.
- Faculty Development and Scholarship Committee No report.

**ADVISORY COUNCIL REPORTS:**

- Candidate Admissions, Recruitment, and Retention Committee (Chair, Connie Lambert) No report
- Undergraduate Curriculum Committee (Co-Chair's David Shorr and Bruce Palmquist) No report
- Graduate Programs Committee (Chair, Robert Sorrells) No report.
- P-12 School Based Services Committee (Chair,) No report
- Educational Technology Advisory Committee (ETAC) (Marwin Britto) No report.
- Diversity and Equity Committee (Don Woodcock) Don reported that the committee is now working on an Assessment Matrix.

**NEW BUSINESS:** None

**OLD BUSINESS:**

- What happens if a student doesn't pass the WEST-B? Does the state require the inclusion of the WEST-B scores as part of the CWU recommendation for certification? **NO**. Does the State receive individual WEST-B scores that they can cross check for certification? **NO**, but all students must pass the WEST-B before they can be certified by the state. Connie will bring the WAC to the next meeting, as per David's request.
- Proposed change to Policy Manual: 4.6 Thesis Committee Service  
*Current Policy*  
*4.6 Thesis Committee Service*  
*Current Policy Statement:*  
*It shall be the policy of the Center for Teaching and Learning that the chair for a thesis committee shall be from the department in which the student's program resides. Remaining members may be from other departments. One member of the committee shall be a CTL member. Exceptions may be granted by the dean of the College of Education and Professional Studies.*

***Purpose Statement:***

*The purpose of this policy is to ensure that graduate students receive thesis advising from faculty with expertise in the student's academic major.*

**Proposed New Policy:**

**4.6 Thesis Committee Service**

**It shall be the policy of the Center for Teaching and Learning that graduate students may request, with approval from the degree granting department, any approved CWU "regular" graduate faculty member as a thesis/project/exam committee chairperson with the provision that at least one member of the committee also be from the degree granting department.**

**ADJOURNMENT: 3:55**