

CENTRAL WASHINGTON UNIVERSITY  
THE CENTER FOR TEACHING AND LEARNING

CTL Advisory Council Minutes  
9 November 2005  
Black Hall 228-19

**MEMBERS PRESENT:** Jim DePaepe, Connie Lambert, Shari Stoddard, Martha Kurtz, Marwin Britto, David Shorr, and Don Black

**MEMBERS ABSENT:** Bobby Cummings, Robert Sorrells, Phil Tolin, and Michael Chinn

1. **CONVENE MEETING:** 3:15

2. **CHANGES TO AGENDA:**

3. **APPROVAL OF MINUTES:** 12 October 2005 approved with the additional comment that David Shorr voted NO for the WEST E policy change

4. **EXECUTIVE BOARD REPORTS:** (Jim DePaepe)

- Assessment Committee: The dispositional assessment analysis is finished and has been placed on LIVETEXT and ready for distribution to the students. Jim will distribute to the 301 classes before the end of the quarter and Connie, David and Jim will meet to discuss additional distribution.
- Professional Education Advisory Boards (Connie Lambert) NO REPORT
- Candidate Scholarship Committee (Judi Robinette) NO REPORT
- Faculty Development and Scholarship Committee (Phil Tolin) NO REPORT

5. **ADVISORY COUNCIL REPORTS:**

- Candidate Admissions, Recruitment, and Retention Committee (Chair, Connie Lambert) There were nine students that petitioned the committee. The majority of the petitions were regarding not passing the WEST B and GPAs. The committee gave the petitioners to take Black I classes.
- Undergraduate Curriculum Committee (Co-Chair's David Shorr and Shari Stoddard) David presented changes to FCS231 and TH491. The council approved and they will be forwarded to FS.
- Graduate Programs Committee (Chair Robert Sorrells) NO REPORT
- P-12 School Based Services Committee (Chair) NO REPORT
- Educational Technology Advisory Committee (ETAC) (Marwin Britto) Marwin presented the new 1 on 1 assistance request form that the Ed Tech Center is now using to assist CTL faculty.
- Diversity and Equity Committee: (Don Woodcock) NO REPORT

6. **NEW BUSINESS:**

- **Undergraduate students must pass the WEST-E in their major area of study prior to receiving the Residency Teacher certificate.**

EXPLANATION: Until the recently passed CTL resolution requiring passage of the WEST-E prior to student teaching is fully implemented, there needs to be a policy in place for how to deal with the current undergraduate students who have passed the WEST-E in their "minor" area of study, but have not passed the exam in their major. Certifying an undergraduate to teach in just their minor would not be in keeping with the long held rule that undergraduates must complete an endorsable major in order to receive a teacher certificate. **TABLED FOR FURTHER DISCUSSION**

- **Applicants for certification who do not meet the WEST-E requirements in each of their endorsements areas by the end of the quarter applied for certification will need to complete the WEST-E requirements before the end of the following quarter in order to avoid having to reapply for certification**

**EXPLANTION:**

Until the recently passed CTL resolution requiring passage of the WEST-E prior to student teaching is fully implemented, there needs to be a policy in place for how to deal with the current group of student teachers who have applied for certification and will not have the WEST-E passed by the end of the quarter. This policy will give a definite end period for rolling the certification application over from one quarter to the next, to the next, and so on.

Jim stated that a policy was not needed only a new office procedure should be implemented.

**7. OLD BUSINESS:**

- Students finish all course work before student teaching. Tabled for further discussion.

**8. ADJOURNMENT:**