

CENTRAL WASHINGTON UNIVERSITY  
THE CENTER FOR TEACHING AND LEARNING  
ADVISORY COUNCIL  
MINUTES  
February 13, 2008

**ATTENDING:** Rob Brammer, Craig Hughes, Kirk Johnson, Connie Lambert, Rexton Lynn, Steve Schmitz, Shari Stoddard, Crystal Weddington, Don Woodcock

**GUEST:** Jim DePaepe

**MEETING CONVENED:** The meeting was called to order at 3:20 PM by Connie Lambert.

**CHANGES TO AGENDA:** None

**APPROVAL OF MINUTES:** The minutes for the meeting January 30, 2008 were approved as corrected.

**EXECUTIVE BOARD REPORTS:**

**Assessment Committee:** (Connie Lambert)

- Jim DePaepe reported on LiveText data-to-date and Program Reports. Points of discussion were:
  1. Data needed to be summarized, new state standards (in italics or bold on handouts)
  2. CTL Performance Domains; consistency in listing
  3. Standards covered in a class; classes covering a standard
  4. Domain I only
  5. Program Report Draft
    - Jim asked if measurement 8) Pedagogy Performance-based Assessment (unit wide) can be broken out by program
    - Potential re: students in multiple programs (majors/minors)
    - Student teaching will be treated same as a separate program
  6. Utilize program assessment or unit operations
  7. Page 3 – dimensions for Biology, could be courses
  8. Craig Hughes asked if the Interater Reliability Summary can be taken off. The answer is that it needs to be left on as it was in the report from State and provides a self study for assessors;
  9. Differences in rubrics – need commonality 4 pt, 5 pt,
  10. Review of data to improve programs and assessment methods
  11. Feedback by end of week
  12. The new CTL Assessment System graphic showing the relationship of assessments to programs and the unit was distributed and discussed
  13. Redundant presentations
  14. Report forms should be to Coordinators by the end of February and completed by the end of finals for Winter Quarter

**Professional Education Advisory Boards:** (Connie Lambert)

Next meeting February 29, 2008. Barry Donahue has been invited to discuss Standard V that will be presented to PESB at the meeting.

**Candidate Scholarship Committee:** (Barbara Sisko)

No report.

**Faculty Development and Scholarship Committee:** (Chair, Steve Schmitz)

No report

**ADVISORY COUNCIL REPORTS:****Candidate Admissions, Recruitment, and Retention Committee:** (Chair, Rexton Lynn)

A meeting is scheduled for Friday, February 15, 2008 for 2 candidates.

**Undergraduate Curriculum Committee:** (Co-Chair's, Craig Hughes and Shari Stoddard)

There was one question regarding the credits for EDCS 442. The curriculum below was passed with no further discussion.

<b>Dept</b>	<b>Prefix</b>	<b>#</b>	<b>Program/Course Title</b>	<b>Action Request</b>
Education	EDCS	Prgrm	Professional Education Program	Change credits EDCS 442
Education	EDCS	442	Student Teaching	Change credits/description
Education	EDRD	Prgrm	Reading Minor	Remove EDRD 421/ENG 422
Education	EDRD	Prgrm	Reading Minor	Add EDRD 308 & EDRD 309 as prerequisites
Education	EDRD	Prgrm	Reading Minor	Change courses required before EDRD 493 from 4 to 6
Education	EDEC	Prgrm	Early Childhood Education Major	Change EDEC 331 to EDEC 232
Education	EDEC	Prgrm	Early Childhood Education Minor	Change EDEC 331 to EDEC 232
Education	EDEC	232	Child Development	Change number from EDEC 331 to EDEC 232
Education	EDEC	Prgrm	Early Childhood Education Major	Add and remove courses available as electives
Education	EDEC	Prgrm	Early Childhood Education Minor	Add and remove courses available as electives

**Graduate Programs Committee:** (Chair, Rob Brammer)

The following graduate curriculum was received February 11, 2008 and has not been forwarded to the Graduate Programs Committee. There was a discussion regarding the need for a 598 course in ITAM. The Graduate Programs Committee will review these and report back at the next meeting.

<b>Dept</b>	<b>Prefix</b>	<b>#</b>	<b>Program/Course Title</b>	<b>Action Request</b>
ITAM	IT	598	Special Topics	New course (placeholder)
ITAM	IT	598	Microsoft Word for Educators	New seminar
ITAM	IT	598	Web Development for Educators	New seminar
ITAM	IT	598	Microsoft PowerPoint for Educators	New seminar
ITAM	IT	598	Microsoft Excel for Educators	New seminar

**P-12 School Based Services Committee:** (Chair, Rexton Lynn)

The next meeting will be in March.

**Educational Technology Advisory Committee:** (Chair, Marwin Britto)

No report.

**Diversity and Equity Committee:** (Co-Chair, Don Woodcock)

No report.

**NEW BUSINESS:**

- The following committee changes from the CTL Executive Board meeting on February 4, 2008 were discussed. The original committees were defined to make the membership of CTL committees equitable. The Executive Board will be reviewing all committee membership definitions at future meetings.
  1. Combine the Faculty Development and Scholarship Committee with the Candidate Scholarship Committee and retain the current CSC membership.
  2. Add Director of Office of Research Evaluation and Assessment to the CTL Executive Board as a voting member.
  3. On the Undergraduate Curriculum Committee remove Designated Arts/Health as a member and make that position CEPS representative who is not in the Department of Education.

**OLD BUSINESS:**

The discussion of a potential position in Field Experiences was moved to the next meeting.

**ADJOURNMENT:** Meeting was adjourned at 4:35 PM.

**NEXT MEETING:** February 27, 2008.