

CENTRAL WASHINGTON UNIVERSITY
THE CENTER FOR TEACHING AND LEARNING
ADVISORY COUNCIL
MINUTES
November 12, 2008

ATTENDING: David Darda, Rob Brammer, Crystal Weddington, Martha Kurtz, Marwin Britto, Bobby Cummings, Arlen Parker, Craig Hughes, Connie Lambert.

GUEST: Susan Donahoe.

MEETING CONVENED: The meeting was called to order at 3:25 PM.

CHANGES TO AGENDA: None

APPROVAL OF MINUTES: The minutes from the October 8, 2008 meeting were approved.

EXECUTIVE BOARD REPORTS:

Assessment Committee: (Connie Lambert)

- There is currently no report.

Professional Education Advisory Boards: (Connie Lambert/Rob Brammer)

- There is currently no report.

Scholarship and Faculty Development Committee:

- Faculty are in the process of being invited to join the committee.

ADVISORY COUNCIL REPORTS:

Candidate Admissions, Recruitment, and Retention Committee: (Chair, Rexton Lynn)

- Crystal reported that the committee did not meet in the fall but that they will be meeting in January.

Educational Technology Advisory Committee: (Chair, Marwin Britto)

- Marwin passed out four handouts. The first sheet he went over was the blue sheet, titled 'For Technology Support in Black Hall.' He reminded everyone that Tyler Tushkov is the media technician for Black Hall and is charged with addressing all technology-related matters for faculty, staff and students. Included in the handout is a list of some of the problem areas that Tyler would be able to assist you in, along with contact information on how to reach Tyler. This list is simply a sample of his activities and not intended to be a comprehensive list.
- The next handout that was covered was the one-sided white sheet, titled 'Dear Ed. Tech. Center Patron.' The letter was a reminder to everyone that there is a new circulation policy in effect for overdue materials in the Ed. Tech. Center; the policy has been adopted from the Brooks library, and therefore the fine rates are identical. The letter also addresses the amnesty period for overdue materials, which is still in effect until 5 PM on Friday November 14, 2008. If your overdue materials are returned by 5 PM on Friday, November 14, the overdue fines will be waived. He asked everyone to get the word out to the faculty, staff and students. Those individuals with overdue books were contacted on October 31, 2008 and informed of this amnesty period.

- The next handout that was covered was the green handout, titled ‘Update of Standards Timeline’ on one side, and ‘K-12 Classroom Tiers Model –WA’ on the other side. The first side shows a timeline of expected updates of each of the sets of National Educational Technology Standards for Teachers, Students and Administrators. The other side titled ‘K-12 Classroom Tiers Model-WA’, shows what K-12 schools use. It combines both Teacher and Student standards into one model. This model may change in the near future with the advent of updated standards.
- The last handout that was covered was the double-sided white sheet. On one side is the National Educational Technology Standards (NETS.T) and Performance Standards for Teachers, which was updated in June of 2008 and on the other side is the National Educational Technology Standards (NETS.S) and Performance Indicators for Students, which was updated in June of 2007. EDCS 316 (our required Ed. Tech. class for pre-service students) has already been aligned to these new standards.
- The Educational Advisory Committee met and they are tasked with finding faculty and/or staff to lead our spring quarter workshop series, which will be a “Faculty Showcase” of innovative and practical uses of technology in Teacher Education.
- Web 2.0 will be the focus of the Winter 2009 quarter workshop series.

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

- Connie gave the report for Don.
- The committee met just this week.
- Last spring the committee submitted a Sphere of Distinction grant, which was not funded. The purpose was to increase diversity by targeting community colleges in areas surrounding the CWU west side centers and increase the number of diverse candidates. Margaret Nover found a grant, and working with Cory Gann, resubmitted the original proposal to the Verizon Foundation. The grant was awarded for teacher diversity and marketing on the west side. The grant will be used for recruiting and marketing the teacher preparation programs with emphasis on increasing diversity. The request was for \$17,000 but they awarded \$20,000 instead! Don has been in conversations with Margaret about similar grants available to increase diversity at the east side centers of Wenatchee, Moses Lake and Yakima Area.

NEW BUSINESS:

Elementary Education Advisory Council:

- Susan Donahoe gave a presentation regarding Elementary Education. She requested the following changes to the policy manual:
 - The Elementary Education Director/Coordinator or designee added to the Advisory Council (Policy Manual 1.5.4). This person would attend all of the meetings as representation for Elementary Education.
 - Omit Elementary Education from the Undergraduate Curriculum, Committee (Policy Manual 1.5.5).
 - Insert the following into the policy manual as 1.5.6 (changing the subsequent number by 1):
 - 1.5.6 Elementary Education Advisory Council (EEAC) and Director/Coordinator
Charge:
The EEAC is charged by the Executive Board to advise the CTL director and the CTL Advisory Council in the process of reviewing all new program and course changes designated within the unit that lead to the

endorsement. In case of minor changes the CTL director may elect to approve a change without a committee meeting. All changes must be reported to the Advisory Council and shall be noted in the Councils minutes, accordingly. All courses in the following endorsement are subject for review by this committee: Elementary Education. Program and course reviews specifically examine coherence, consistency, and compliance with CTL's conceptual framework, State WAC's and standards, national standards, and NCATE standards. The EEAC will oversee the curriculum and issues regarding Elementary Education. Curricular changes that impact the Elementary Education Program must come to the EEAC prior to being sent to the Undergraduate Curriculum Committee and/or the Director of the Center. This council will then discuss and make recommendations. Specific responsibilities are outlined.

Susan explained that the responsibilities and duties of these positions are accepted in all of the levels but they are not documented in the CTL Policy Manual.

- Different issues were discussed such as, what defined "minor changes". It was explained that minor changes were changes such as numbering. There was a worry that this (new council) defeated the purpose of the undergraduate committee, but it was determined that it would not if changes in the text proposed were made. It was decided that program changes would still need to go through the Undergraduate Curriculum Committee but not course changes. A student member with a major in Elementary Education was recommended. It was decided to add a student and change the wording of Policy 1.5.6 to:

- 1.5.6 Elementary Education Advisory Council (EEAC) and Director/Coordinator

Charge:

The EEAC is charged by the Executive Board to advise the CTL director and the CTL Advisory Council in the process of reviewing all new course changes designated within the unit that lead to the endorsement. Program changes will be reviewed by the Undergraduate Curriculum Committee. In the case of minor changes the CTL director may elect to approve a change without a committee meeting. All changes must be reported to the Advisory Council and shall be noted in the Council's minutes, accordingly. All courses in the following endorsement are subject to review by this committee: Elementary Education. Program and course reviews specifically examine coherence, consistency, and compliance with CTL's conceptual framework, State WAC's and standards, national standards, and NCATE standards. The EEAC will oversee the curriculum and issues regarding Elementary Education. Curricular changes that impact the Elementary Education Program must come to the EEAC prior to being sent to the Undergraduate Curriculum Committee and/or the Director of the Center. This council will then discuss and make recommendations. Specific responsibilities are outlined.

Membership:

Director/Coordinator for Elementary Education

CAH Faculty Representative from the Arts (Visual Arts, Music, Dance or Theatre)

Cots Faculty Representative from Science Education

CEPS Faculty Representative from Health and Fitness

Department of Education Faculty Representative from Math Education or Social Studies

Department of Education Faculty Representative from Literacy

Department of Education Faculty Representative from the Centers

The Motion was passed to add the Elementary Education Advisory Committee Council representative to the CTL Policy Manual (with changes as suggested); Susan was welcomed into the group.

A motion was also made, seconded, and passed to add the Professional Core program coordinator to the CTL Advisory Council. This allows for direct communication between the council and the program.

West E Passing Prior to Student Teaching:

- Crystal recommended that the WEST-E policy of students taking, but not necessarily passing the WEST-E be changed to requiring that students pass the West-E prior to Field Experience (student teaching). Students would not be required to pass the exam prior to *applying* for student teaching, but would be required to pass prior to stepping foot in the classroom.
- Rob suggested creating a practice test. A student would take a practice test and pass it before they could take the actual West E. This would assist the students in reaching the goal of student teaching by showing the areas in which they may need additional assistance.
- Crystal pointed out that when she attended the Certification Conference she found out that CWU is one of the only Universities that doesn't require their students to pass the West E prior to student teaching. She also stated that the State is thinking of enacting a WAC where all students will have to pass the test before they can enter a field experience. It was decided that the discussion would be tabled until the next meeting when Rexton would be available. This will be added to the agenda.

School Counseling and Psychology Specialist Proposal:

- Rob proposed that the Psychology Department change the existing 90 credit hour M.Ed. in School Counseling to a combined M.Ed/Ed.S. in School Counseling. The current program already requires all of the specialist level course work so no additional course work would be required. Essentially this would give the graduating student a specialist degree along with their master's degree. Evidence is still being gathered from outside sources, such as school principals, whether they would be more apt to higher individuals with a specialist degree. Eastern had at one time been heading in this same direction but has decided not to proceed with it at this time. Rob pointed out that the program would not be changing at all; the students would just be receiving two degrees instead of one. This new degree would make the program more attractive to a higher caliber of students. After the discussion it was decided that Rob would talk about this more with his committee and update the advisory council at the next meeting.

OLD BUSINESS:

None.

ADJOURNMENT: Meeting was adjourned at 4:35 PM.

NEXT MEETING: December 3, 2008.