

CENTRAL WASHINGTON UNIVERSITY
THE CENTER FOR TEACHING AND LEARNING
ADVISORY COUNCIL
MINUTES
December 3, 2008

ATTENDING: Don Woodcock, Crystal Weddington, Dave Darda, Barry Donahue, Craig Hughes, Rexton Lynn, Connie Lambert, James DePaepe, Martha Kurtz, Marwin Britto, Arlen Parker, Rob Brammer

GUEST: Keith Salyer

MEETING CONVENED: The meeting was called to order at 3:18 PM.

CHANGES TO AGENDA: None

APPROVAL OF MINUTES: The minutes from the November 12, 2008 meeting were approved.

ADVISORY COUNCIL REPORTS:

Undergraduate Curriculum Committee: (Craig Hughes and Mark Oursland)

- The following Curriculum was brought before the Advisory Council for approval.
 - EDEC 418 – Equity, Culture, & Anti-bias in ECE (New Course)
 - EDEC 364 – Child Safety and Well-Being (New Course)
 - EDEC 498 – Learning Implications of Jean Piaget’s Theory II (New Seminar, Special Topics, or Workshop)
 - SCED 442 – Development of Special Materials (Course Deletion)
 - Early Childhood Education – Add EDEC 364 & 418 additional elective options and add EDEC 333 & 334 existing or required. Remove SOC 343 (Major, Specialization, Minor, or Certificate Change Form)
 - Reading - Program changing name to Literacy (Major, Specialization, Minor, or Certificate Change Form)
 - EDRD 296, 298, 299, 308, 309, 396, 398, 410, 411, 412, 413, 414, 415, 417, 418, 419, 420, 421, 490, 493, 496, 498 and 499– Changing all prefixes to EDLT
 - Health/Fitness Endorsement – (Program Deletion)
 - Physical Education – Program Changing name to Physical Education and School Health (Major, Specialization, Minor, or Certificate Change Form)
 - PESH 344 – Applications of Technology in Teaching Fitness and Physical Activity (New Course)
 - PE 356 – Teaching Lifelong Physical Activity Pursuits (New Course)
 - PESH 385 – Health and Physiological Fitness Concepts for Teachers (New Course)
 - HED 326 – Human Diseases (New Course)

- PE 280 – Professional Foundations in Physical Education and School Health changing to PESH 280 – Foundations of Physical Education and School Health (Course Change)
- PE 340A – PE Teaching Practicum I changing to PESH 335 – Practicum I (Course Change)
- PE 341A – Pedagogical Foundations of PE I changing to PESH 341- Characteristics of Effective Physical Education Teaching (Course Change)
- PE 342A – Movement Analysis and Applications changing to PESH 342 – Developmental Movement (Course Change)
- PE 341B – Pedagogical Foundations of PE I changing to PESH 343 – Pedagogical Application of Teaching Styles and Systematic R (Course Change)
- PE 342D – Movement Analysis and Application 4 changing to PESH 348 – Applications of the Fundamental Movements of Striking (Course Change)
- PE 342D – Movement Analysis 4 changing to PESH 350 – Propulsive and Receptive Skills and Sports (Course Change)
- PE 340C – Practicum 3 changing to PESH 437 – Practicum 3 (Course Change)
- PE 340D – Practicum 4 changing to PESH 438 – Practicum 4 (Course Change)
- PE 341C – Pedagogical Foundations of PE I changing to PESH 445 – Curriculum Development and Assessment in Physical Education (Course Change)
- PE 342C – Movement Analysis 3 changing to PESH 456 – Facilitating and Leading Adventure Activities in the Schools (Course Change)
- PE 340B – PE Teaching Practicum II changing to PESH 336 – Practicum II (Course Change)
- HED 444 – Professionalism in the Schools (New Course)
- Mathematics and Science Education – Adding a Middle Level Mathematics and Science Teaching Major.
- Math 486 – Mathematics, Problem Solving, and Teaching (New Course)
- Math 232 – Discrete Modeling for Middle Level Teachers (New Course)
- There were several concerns regarding the Early Childhood Curriculum. The first concern was that there was not a syllabus included in one of the courses. Dr Salyer who was in attendance for the meeting informed the council that a syllabus was not required. There was a concern that the course didn't meet the new standards as far as child abuse was concerned (detecting and reporting). The course seems to have little to do with the education and documentation of child abuse. The council also wondered why SCED 442 was being deleted. It was discussed and determined that the course was not a required course and was simply not going to be offered anymore.

- The Reading Program being changed to The Literacy Program was discussed. It was reported that all of courses would remain the same, the only changes would be titling and prefix changes. There was a discussion on whether this program is to large of a program to be considered a minor. The program is eight credits larger than the normal minor. It was determined that this was not the case as credit level fell below a major.
- The Health and Physical Education Programs were discussed. It was explained that combining these two programs would create more well rounded students. In the past students would be weak in one of the areas, and the new change would make sure that they are strong in both. The only concern that was apparent was the assessment of the program. In the past one of the programs conducted a course-by-course assessment, while the other program conducted an end of the program assessment. The Council wondered what they planned to do to align the assessment procedures.
- The Middle Level Math and Science Major was discussed. The Council had concerns regarding the prerequisites and credits. Mark explained that with a strong pre-calculus class from high school most students should be able to test out of the course, the course is more of a preparation course for any math teacher. If a student does not test out of the course than they need to take it. In the past the students have been sifted incorrectly and the course is a way to sift the student more accurately. The course will be there so that students without a strong math background will have to take it before they can go further. Mark also explained that this will be the first middle level math and science major in the State.
- A motion was made, seconded and passed to accept the curriculum as presented.
- The Undergraduate Committee would like to know when the Catalog deadline is for online changes.

Graduate Programs Committee: (Rob Brammer)

- The following Curriculum was brought before the Advisory Council for approval:
 - PSY 504 – Thesis and Project Management (New Course)
 - OCED 562 – Vocational Finance changing to CTEA 581 – Career and Technical Education Finance (Course Change)
 - OCED 563 – Partnerships and Advisory Committees changing to CTEA 583 Career and Technical Education Partnerships and Advisory Com. (Course Change)
 - School Administration Program – Add EDAD 565 and remove Advisor approved elective (Major, Specialization, Minor, or Certificate Change)
- There was concern about having the word ‘education’ listed on the new course form for PSY 504 because Education has a similar course. It was decided that the course would pass if it was open to all Graduate Programs or the word Education was removed. A motion was passed to accept the curriculum as long as the wording was changed.
- There was a question concerning whether or not OCED 562 and OCED 563 need program change forms as well as course change forms. It was decided that if a program change form was required that the curriculum needed to be sent back. The curriculum was not accepted.

- The School Administration Program Curriculum was accepted on the condition that a new strike out page be added (the old strikeout was completed incorrectly).
- A motion was passed to send OCED 562 and 563 back. A motion was passed to accept both PSY 504 and The School Administration Program Curriculum with the changes as discussed.

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

- The Committee will meet in January.

Educational Technology Advisory Committee: (Marwin Britto)

- The Education Technology Center has a new system in place for direct contact with Tyler without having to leave the work station. There is new help icon on the desktop that connects directly with Tyler, wherever he is at the time, which allows you to request help. In the handout that Marwin provided, it shows an example of a help request in which somebody is having projector problems. The person requests help by clicking on the icon and sending a message, Tyler responds by letting them know that he is on his way to assist. This new program allows a student to stay at their workstation rather than to pack their things up to go in search of Tyler. This is a free program that can also be installed on cell phones.

Diversity and Equity Committee: (Don Woodcock)

- 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. Don has worked with Margaret on a similar grant available to increase diversity at the east side centers of Wenatchee, Moses Lake and Yakima Area. They have submitted a grant proposal to Comcast for \$30,000. They also have another grant proposal in reserve.

EXECUTIVE BOARD REPORTS:

Assessment Committee: (Jim DePaepe)

- Jim distributed two handouts on Standard 2 and Standard 4. These two Standards have changed and we need to make sure that we are aligned with them before the next NCATE visit in October of 2009. We need to use these Standards and to this point we have not been preparing under them. Standard 2 has had minimal changes but Standard 4 has changed dramatically. The main problem that we have with Standard 2 is that we don't have a procedure in place for records of formal complaint (Element 2b Collection, Analysis, and Evaluation). Element 2b mandates that records of formal complaints are maintained and resolutions are documented. Jim explained that this could also be in the form of emails, there just has to be some sort of written record. In the last visit that Jim participated in they were nailed because they did not have records of formal complaints.

If a faculty member or a student lodges a complaint about the other there needs to be a record. Jim said that he looked over the policy and there is a section on the referral process. There are also faculty referral forms in circulation; they just haven't been formally used. It was decided that this will be on the agenda for the next CTL Meeting. Other than that one area we are ready for Standard 2. Standard 4 needs extra attention. Standard 4A Design, Implementation, and Evaluation of Curriculum and Experiences needs to be looked at. We have to find out how we are collecting data on the implementation on the curriculum changes. Because we failed the advanced level previously they will probably look at both levels next time, so we need to straighten this issue out before they return. There has to be data because we can't afford to fail either one. This needs to be output not input; it's not how it's being taught its how they are learning it. The good news is that in Student Teaching Evaluation we meet most of the criteria.

- Jim is still trying to persuade NCATE to agree to a virtual visit rather than a site visit. This would save a significant amount of money.
- Jim is meeting with Ian tomorrow to discuss Live Text data.
- Standard 2 and Standard 4 will be added to the January 14, 2008 Advisory Council Agenda.

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

- Rob's PEAB meets on December 12, 2008. Connie's PEAB meets on December 5, 2008. No reports at this time.

Scholarship and Faculty Development Committee: (Marwin Britto)

- It was announced by Connie that Marwin accepted the position of chair of the Scholarship and Faculty Development Committee. There is no report at this time.

NEW BUSINESS:

Standard 5: (Barry Donahue)

- Barry said that they are continuing to work on the Standard and it was decided to add this back on to January 14, 2008 Advisory Council Agenda.

West E Passing Prior to Student Teaching: (Rexton Lynn)

- At the last meeting there was a question on whether or not Rexton would have time to replace a pulled student. Rexton informed the group that yes he would have time. He also stated that most of the students will be far enough along in their content areas to pass the test prior to student teaching. Rexton distributed two handouts, a table showing the pass rates for the past three years and table showing possible West-E Test dates and student teaching dates. The Council was split on whether it was a good idea to mandate that students pass the West-E prior to student teaching. Some members like the idea because they believe that students should know their content prior to stepping into the classroom to student teach. Other members were concerned that students would not have all of their content yet when the time came for them to have to take the test (timing concerns). Rexton posed the question on whether it was worse to allow them to student teach, but ultimately not become certified because they were unable to pass the West-E, or if it was better to have them wait to student teach until they are able to pass the West-E. There are currently 92 students that are unable to become certified. This matter is unresolved and will be added to the January 14, 2008 Advisory Council Meeting agenda.

School Counseling and Psychology Specialist Proposal:

- It was discovered that the master's degree would have to be changed for the new specialist degree to be approved. More work will be done on this proposal this week. This will be added to the January 14, 2008 Advisory Council agenda

OLD BUSINESS:

None.

ADJOURNMENT: Meeting was adjourned at 5:04 PM.

NEXT MEETING: January 14, 2008.