

CENTRAL WASHINGTON UNIVERSITY
THE CENTER FOR TEACHING AND LEARNING
ADVISORY COUNCIL
MINUTES
January 28, 2009

ATTENDING: Don Woodcock, Crystal Weddington, Dave Darda, Barry Donahue, Craig Hughes, Rexton Lynn, Martha Kurtz, Marwin Britto, Arlen Parker, Rob Brammer, Susan Donahoe, Natasha Griffith, Bobby Cummings, Mark Oursland, Connie Lambert, Jim DePaepe

GUEST: Bret Smith

MEETING CONVENED: The meeting was called to order at 3:17 PM.

CHANGES TO AGENDA: CARR was missing from the agenda

APPROVAL OF MINUTES: The minutes from the January 14, 2009 meeting were approved.

ADVISORY COUNCIL REPORTS:

Graduate Programs Committee: (Rob Brammer)

- Professional Level Certification Benchmarks for School Psychologists Proposal
 - Rob informed the council members that despite the fact that the Advisory Council had not reviewed the proposal, it had already been presented to OSPI, and they had approved it. Their reasoning for going ahead was that Universities are required to offer these types of programs. Although the program is required by the state, the Advisory Council should have been made aware of the program prior to it being presented to OSPI. There was some concern that the new program might cause some issues with the NCATE visit. It was decided that the program would need to be looked at more closely by the council members. Angela was asked to make sure that everybody received a copy to review. At this time School Counseling is not putting together any type of like proposal, but they might in the future if it becomes necessary. Henry Williams is working on the Education Administrations now, and it will be coming to the CTL soon.
- Graduate Program Committee Review
 - There is concern amongst the committee members that there is not adequate time to review the curriculum prior to the Advisory Council recommendations. They would like to have separate deadlines set for all of the steps in the process. Currently the notice that comes through to the faculty members doesn't state that there are subcommittees that review the curriculum first. It was suggested that there be a deadline set at two weeks prior to the Advisory Council meeting, so that there would be sufficient time to review all curriculum thoroughly. The members were divided, some considered two weeks pushing it and others thought two days was far too short of a time. In the past there was a timeline set (and published) and the council was reprimanded for publishing the deadlines. A motion was put forth that starting February 4, 2009 all curriculum that comes to the CTL will have a deadline of Monday, the week prior to the Advisory Council Meeting. If the curriculum arrives after Monday it will be added to the following meeting agenda. The motion was seconded and passed.
- Graduate Program Committee Charge
 - There was also concern regarding the clarity of the committee charge. The committee would like to have more specifics on what they should be looking for. It was decided that the two main points of their job were to first make sure that the application is complete, and then to make sure that there is proper justification attached. It was also suggested that the committee

reference the catalog to make sure that everything has been properly looked at and included. The Undergraduate Curriculum Committee would also like to know their specific charge. The charge for both committees will be added to the agenda for the next meeting and discussed further.

Undergraduate Curriculum Committee: (Mark Oursland)

- The following Curriculum was brought before the Advisory Council for approval:
 - MUS 225 Foundations of Music Education (New Course Form)
 - MUS 321 Administration and Assessment in Music Instruction (New Course Form)
 - MUS 330 Literature and Materials for General Music Teaching (New Course Form)
 - MUS 331 Literature and Materials for Choral Music Teaching (New Course Form)
 - The Undergraduate Curriculum Committee invited Bret Smith to attend the meeting to discuss his reasoning behind adding the additional courses as electives. He explained that with all of the new hires, the new building, and everything from the self study and NCATE, at this time he doesn't believe that the department is adequately meeting the new standards. The students have also informed him that they are not prepared for student teaching. He believes that a program including these courses will be necessary in the future and they would like to have them offered now. There was a concern about the budget and whether they would be able to afford to offer the courses. There was also some concern about which courses would be eliminated if a program change was presented in the future. It was suggested that the wording be adjusted in the attached letter so that the additional courses did not reflect a future program change. A motion was made to accept the Undergraduate Curriculum Committees recommendation to accept the curriculum as presented. The motion was seconded and passed.
 - EDF 302 Introduction to Students with Exceptionalities – changing the prefix to EDSE (Course Change Form)
 - Craig explained that the reason for the prefix change has to do with the division of the departments, and that special education has always taught the course. The prefix change would be more of a bookkeeping change than anything else. There was concern because the course is a part of the professional education program, so a future change involving that program would be more difficult. There was also concern that the prefix change was a premature action. During the discussion it was stated that the programs and faculty were not changing so it shouldn't make a difference when future changes needed to be made. The course used to be SPED 301 and became EDF 302, and special education has been trying to get the course back from that point on. Craig pointed out that the change was requested in order to ease the operation. A motion was made to accept the prefix change, the motion was seconded, and the motion was passed with a vote of 14-2.

Educational Technology Advisory Committee: (Marwin Britto)

- During Winter break, a program was installed that enables you to click on an icon to instantly connect directly with Tyler. Marwin passed around a handout that shows the icon screen, Tyler's cell phone number to call, and the times during which this program will be active. He also let everybody know that there are five workshops left. All of the workshops have had full attendance and waitlists (blogging currently has eight people on the waitlist). The first session was recorded and they are hoping to have it edited and available online.

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

- There was no report made from the committee itself, but members of the Advisory Council had some concern regarding the process of finding candidates that should go to CARR. They would like for CARR to be reclassified so that there is a place to send struggling students (who haven't fallen below requirements yet) before it's too late. At the present time there isn't a place for

faculty to send the students to get everything they need to do in order. There was also concern regarding the blue forms for block 2. The forms are being signed by faculty members before the students have applied or been admitted. The forms are not being filled out properly and the students are being misguided. It was decided that the instructors would be informed that they shouldn't sign any forms until the students data has been checked, and the form authorized for signage. Crystal is also working on gaining access to a query that will allow her to catch the students dropping below the required gpa. At the present time such a query does not exist. This discussion will be added to the next agenda.

Diversity and Equity Committee: (Don Woodcock)

- Survey and Matrix
 - The committee met the Friday after the last Advisory Council Meeting. They are currently putting together a matrix and a survey, to be returned to the subcommittees, and subsequently to Jim DePaepe for dispersal. The survey is going out to recent graduates asking them questions that reflect NCATE Standard 4 and how they are collecting information on the elements pertaining to the standard. There is a timeline for the documents. They expect to have all of the documents back for review on February 13, 2009, and the final documents will be presented to Jim on February 27, 2009 for distribution. There was concern about the surveys only being distributed to graduate level students, and they were reassured that although the graduate level is their target the surveys will be distributed on the undergraduate level as well.
- EDF 507
 - The committee would like to see EDF 507 become a required course for all graduate programs.
- Executive Board Suggestions
 - A discussion took place at the CTL Executive Board Council meeting regarding possible approaches to assisting faculty and staff in diversity. There was a suggestion about having an online course available; the committee did not support that idea. They also discussed the option of having a workshop; although they were not opposed to that idea they chose to table it until after they received the results back from the survey and matrix.

Scholarship and Faculty Development Committee: (Marwin Britto)

- No Report

EXECUTIVE BOARD REPORTS:

Assessment Committee: (Co-chair, Jim DePaepe)

- No Report

Professional Education Advisory Boards (Connie Lambert; Rob Brammer)

- Connie - The Teacher Preparation PEAB will be meeting on March 13, 2008.
- Rob – No Report

NEW BUSINESS:

- OFM is determining the number of candidates attending state institutions that exceed 225 credits or 125% of the credit requirement before graduating. There is a discussion to stop student financial aid at 225 credits, whether students are done or not. A large number of students at

- CWU who exceed 225 for graduation are in education. A basic & breath, major, minor, and professional core can push them over.
- The concern is that the students transferring to CWU are already up over the credit limit. Connie would like everybody to keep this in mind when looking at program size. Another concern is students that need to retake classes to remain in good standing.
 - The Basic Education Task Force (BETF) is submitting a proposal to the legislature this session (the report can be found at <http://www.leg.wa.gov/joint/committees/bef/> - click on “Final Draft Report”). The recommendation is to do away with the current teacher pay scale that is based on accumulating credit, clock hours or earning degrees, and has been a topic of discussion in the last few years. Last year a task force was commissioned to flesh out a proposal and report to the legislature. If this goes through, it may not be fully implemented for a few years, but it will result in teachers not needing additional credits or a masters degree to move up in the pay scale.
 - This has been a topic of discussion for the past few years, but it is now gaining momentum. It’s unclear at this time the dollar amount that would be needed because there are no numbers attached to the proposal, so there is a chance that the implementation timeline could reflect funding available. A premise of the BETF is that the masters degree does not make you a better teacher, our argument is that with the added content it does. WEA is backing our stance on this. It was stated that in any other field you get higher pay with a masters degree. In 2002 we had over 200 graduate students in CTL programs, and that we are now down to 75. If this proposal is implemented the graduate programs will not exist. Be on the lookout for House Bill 1410. There will be an update at the next Advisory Council meeting.
 - K-12 Education 2009 Legislative Priorities by Superintendent-elect Randy Dorn
 - Jim spoke with Randy Dorn last week and learned that he was unaware of the section that states “removing masters degree from salary scale for teachers.” It was clear to Jim that Randy did not support this idea. There was discussion on how this affects teachers who currently have a masters degree. This would only affect new teachers right now, and there would be a roll out effect down the road.

OLD BUSINESS:

Standard 5: (Barry Donahue)

- Barry let the council know that the template will go in on Friday, at which point they will have about a month to review it and send it back for clarification or approval. He passed the template around and asked that any feedback be reported to him immediately.

ADJOURNMENT: Meeting was adjourned at 4:56 PM.

NEXT MEETING: February 11, 2009.