

CENTRAL WASHINGTON UNIVERSITY
THE CENTER FOR TEACHING AND LEARNING
ADVISORY COUNCIL
MINUTES
May 27, 2009

ATTENDING: Arlen Parker, Barry Donahue, Bobby Cummings, Connie Lambert, Craig Hughes, David Darda, Don Woodcock, James DePaepe, Mark Oursland, Marwin Britto, Natasha Griffith, Rexton Lynn, Robert Brammer, Susan Donahoe

MEETING CONVENED: The meeting was called to order at 3:19 PM

CHANGES TO AGENDA: No Changes

APPROVAL OF MINUTES: A motion was made, seconded, and approved to accept the May 13, 2009 minutes as is.

ADVISORY COUNCIL REPORTS:

Undergraduate Curriculum Committee: (Co-chair, Mark Oursland)

- Physical Education Coaching Minor – Major, Specialization, Minor, or Certificate Change Form. (white handout)
 - The committee recommended the curriculum. A motion was made, seconded, and approved to accept the curriculum as is.
- PE 326 Health and Physiological Fitness Concepts for Teachers – New Course Form (white handout)
 - The committee recommended the curriculum. A motion was made, seconded, and approved to accept the curriculum as is.

Educational Technology Advisory Committee: (Chair, Marwin Britto)

- The committee will be meeting tomorrow.
- Marwin reported that the WACTE meeting (held at CWU) was a great success, with attendance from 32 people (23 Universities). The email list continues to grow with 60 people on it already.
- There will be an NWATE (Northwest Association of Teacher Educators) Conference here at Central in the spring. This NWATE Conference will be the first one hosted by Central.

Faculty Development and Candidate Scholarship Committee: (Chair, Marwin Britto)

- The applications have been scored, and the list has been narrowed to 13 applicants. Lesson presentations have been scheduled for June 5, 2009.

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

- No Report

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

- No Report

Diversity and Equity Committee: (Chair, Don Woodcock)

- The committee will be meeting next week.

Graduate Programs Committee: (Chair, Rob Brammer)

- No Report

EXECUTIVE BOARD REPORTS:Assessment Committee: (Co-chair, Jim DePaepe)

- Program Reports
 - The report form will be sent out to the program coordinators tomorrow afternoon. The requested data will align with the data that Tracy has requested, making gathering the data an easier endeavor. The forms will be due back on June 15, 2009. Some of the departments are planning on meeting on “dead day” to complete the forms as a team.
 - Next year we will return to the original plan regarding the reports timeline. Faculty will go through an entire year collecting data, then send report templates out in the spring to be completed during summer or early fall. During fall quarter programs would then have an opportunity to meet and discuss the report before submitting to the OREA for posting.

Professional Education Advisory Boards:

- School Counseling (Rob Brammer)
 - The PEAB’s final meeting will be on Friday.
- Teacher Preparation (Connie Lambert)
 - The PEAB’s final meeting will be on June 12, 2009. The Top Ten Student Teachers/Crystal Apple Awards Recognition Ceremony will take place directly after the PEAB meeting in the Sue Lombard Dining Room. Students are nominated for the Top Ten by their cooperating teachers and their field supervisors. This year’s Crystal Apple Award winners are Bruce Palmquist from COTS, Elise Forier from CAH, and Tina Georgeson from CEPS. The aforementioned have been notified and the announcement has been posted on the CTL website. The chairs from the three departments have been invited to present the awards to the winners. The Top Ten Student Teachers were also selected by PEAB Members, and notified.

OLD BUSINESS:Standard 5: (Barry Donahue)

- The flowchart has been revised, and the committee is now starting to look at admission into the program. They are meeting on Faculty Development Day to clean up loose ends.
- There was a question about whether the Observation Seminar would need to grow in credits.
- Jim asked (from PESB standpoint) what the timeframe would be for student teaching, and how much added field experience there will be. Barry assured him that there will be more than we are doing now. He is making the suggestion that content areas add field experiences in their methods classes.

Student Referral Form: (Barry Donahue)

- There was a question on what “professional conduct” means. It was determined that some examples of this are: poor grades, stalking, plagiarism, etc.
- Some of the council members felt that this should fall under the responsibility of the CARR Committee and that another committee would be redundant.
- Another thought was that the form needs to be more specific, and maybe include a letter.
- It was decided that this would need to be looked at further. Tabled until the fall.

P-12 School Based Services Committee Charge/Membership Revisal: (Rexton Lynn)

- Tabled until the fall.

Diversity Matrix: (Don Woodcock)

- After the last meeting Angela sent out the Diversity Matrix to receive feedback, the new Matrix incorporates all of the changes. The Matrix is only a model to show how it should be filled out. The endorsement areas, content areas, and programs will need to address the standards just like the professional sequence, and diversity needs to be infused into everything. A motion was made, seconded, and passed to accept the matrix as is.

Writing Assessment Committee: (Susan Donahoe)

- There was a recommendation made at the last meeting to require students that do not pass the West-B to take the ACCUPLACER Writing Test. The idea is to diagnose those students so that they can get the help they need, and pass the West-B. The council felt that there needs to be more discussion on the recommendation. Tabled until next fall.

Committee Accomplishment Report: (Connie Lambert)

- Graduate Programs Committee: reviewed and made recommendations on 17 curriculum changes
- Undergraduate Curriculum Committee: reviewed and made recommendations on 62 curriculum changes
- Candidate Admissions, Recruitment, and Retention Committee: met with four students
- Diversity and Equity Committee: created the Diversity Survey and Diversity Matrix
- Education Technology Advisory Committee: raised awareness of the newly released NETS-T, began the process of identifying NETS-T related activities in teacher education coursework
- Assessment Committee: reviewed the assessment system process, discussed E-Portfolio options, discussed new State Teacher Follow-up Survey, approved the Diversity Survey
- Faculty Development and Candidate Scholarship Committee: created new scholarship application review process, reviewed and rated 27 scholarship applications, interviewed 13 scholarship applicants, awarded various scholarship allotments
- Teacher Preparation PEAB: Standard 5 work, reviewed the Dance Program, reviewed the English/Language Arts Program.

ADJOURNMENT: Meeting was adjourned at 5:06 PM.

NEXT MEETING: October 21, 2009.