

## MINUTES FOR EXECUTIVE BOARD

2 June 2003

Black Hall

**MEMBERS PRESENT:** Rebecca Bowers, Liahna Armstrong, Meghan Miller and Jim DePaepe and guest Don Woodcock.

1. **CONVENED MEETING:** 9:00
2. **CHANGES TO AGENDA:** None
3. **APPROVAL OF MINUTES:** 12 May, minutes were approved as written
4. **REPORTS:**
  - Dr DePaepe wrote three proposals for presentations at the January AACTE meeting. One for Dr Bowers, Dr Miller, and Dr Armstrong, one for Dr Mathias and Dr DePaepe and one for Dr Lambert and Dr DePaepe.
5. **NEW BUSINESS:**
  - Dr DePaepe gave a presentation for e-portfolios with Live Text. (See attachment #1) He would like to complete the e-portfolio design this summer and began Live Text in Fall 2003. Dr Bowers made a motion to adopt the e-portfolio using Live Text, motion approved. Dr Bowers will complete all the steps for an approved mandate for all CTL Departments to use Live Text.
  - Don Woodcock briefed on the CTL Diversity Committee. They are currently working on the summary and out growth of the November CWU METT Conference. The committee also feels that recruitment is very important.
  - Dr Bowers asked Dr DePaepe to work on a policy to close the gap between Professional Certification and the National Board.
6. **OLD BUSINESS:**
  - A copy of the Student Advising Survey was handed out and it was asked to review and forward their comments via mail.
7. **ADJOURNMENT:** 10:00