

MINUTES FOR EXECUTIVE BOARD  
11 October 2004  
Black Hall

**MEMBERS PRESENT:** Rebecca Bowers, Liahna Armstrong, Meghan Miller, and Jim DePaepe

1. **CONVENED MEETING:** 9:00
2. **CHANGES TO AGENDA:** Meghan requested a discussion on the Diversity requirement.
3. **APPROVAL OF MINUTES:** 26 May minutes were approved as written
4. **REPORTS:**
  - Rebecca stated that the Alternative Route for endorsements will be presented at the November State Board meeting.
5. **NEW BUSINESS:**
  - Jim provided an NCATE update: Connie Lambert, Judi Robinette and Denise Anderson attending the NCATE Conference in Washington DC and returned excited about all the information they received during the conference. There was an e-portfolio workshop September 8<sup>th</sup> and there were 48 CTL faculty members in attendance. Denise Anderson was introduced to the faculty as the e-portfolio trainer for CWU students and faculty
  - Jim and Connie met with Arlene Hett from OSPI to request that the state go to the seven year cycle for NCATE visits that most states have gone to. Also, by doing this it would extend the 2006 NCATE visit for two years. Arleen, Larry Ashway and Larry Davis, from the State Board of Education, are in favor of the seven year plan. Arleen has requested that Jim and Connie testify at the State Board meeting. This will be in November and the Board will vote on it in January.
  - Proposed process for E-portfolio implementation across CTL was presented by Jim. (Attachment #1 ) Rebecca, Liahna and Meghan recommended that each of their Association Dean's; Connie Lambert, CEPS, Michael Chinn, CAH's, and Phil Tolin, COT's represent each college on the CTL/NCATE Steering Committee. The other suggestion was that each Associate Dean meet with their department chairs to implement e-portfolios in their departments and the Steering Committee meet each month.
  - There was a review of the CTL Membership list. Each Dean reviewed their colleges and made suggestions for deletions and additions. This list will be presented to the CTL Advisory Council at their next meeting.
  - There was a review of the CTL Governance and the Committee membership. There will be membership suggestions presented at the next meeting. Rebecca requested that the CTL Membership List and Governance be reviewed in August next year instead on the first of the academic year.
  - Liahna requested that the CTL Advisory Council be a part of the interview process for the candidate for the position in Music Ed.
  - Rebecca requested that the Diversity and Equity Report, which was presented to the Advisory Council by Don Woodcock last year, be adopted by the CTL Advisory Council as the CTL Plan for Diversity and Equity.
6. **OLD BUSINESS: NONE**
7. **ADJOURNMENT:** 9:50