

**MINUTES  
EXECUTIVE BOARD  
Black Hall, Room 228-7  
March 2, 2009**

1. **ATTENDING:** Connie Lambert (CEPS, chair), Marji Morgan (CAH), Kirk Johnson (COTS), Jim DePaepe (OREA)
2. **MEETING CONVENED:** 9:04am
3. **CHANGES TO AGENDA:** None
4. **APPROVAL OF MINUTES:** Minutes were approved
5. **OLD BUSINESS:**
  - NCATE
    - CWU will not be participating in the pilot virtual visit in the spring. Jim had been hoping to participate as part of the team conducting the virtual visit, but the team has already been organized. He is hoping that the visits go well so that we will be able to host a virtual visit in October. A virtual visit, rather than a site visit, would save the University a considerable amount of money.
    - EDF 507 (3 credit course)
      - In 2004 “Heading the Call to Action” was submitted to the CTL Executive Board by Don Woodcock and Cory Gann, the report was approved. Section 4 of the report talks about requiring EDF 507 (or a similar course) for everyone working on a graduate degree. The ‘Recommendation from the CTL Diversity and Equity Committee to the CTL Advisory Council and the CTL Executive Board’ was distributed at the CTL Advisory Council meeting on February 25, 2009. The recommendation was also emailed to the CTL program coordinators for review and course suggestions. Several program coordinators attended the meeting and were very vocal about their concerns regarding the requirement of EDF 507. After a long discussion the CTL Advisory Council decided that number 1 should be rewritten by the CTL Executive Board. Number 1 stated the following, “Effective Spring Quarter 2009, all post-baccalaureate, graduate certification, graduate recertification, graduate endorsement, and Masters Degree granting programs....” The Council members felt that the wording was not clear enough. Jim edited the wording to state the following, “Effective Spring Quarter 2009, the following advanced programs under the purview of the CTL shall require EDF 507 – Studies and Problems in Intercultural Education, as a condition of successful completion of said programs: Health and Physical Education; Library Media; Master Teacher; Master of Arts for Teachers: Mathematics; Music; Reading Specialist; School Administration/Residency Administrator Certificate; School Counseling; School Psychology; Special Education; and Theatre Production”. The Advisory Council also submitted the following option 2; “Other courses/evaluation mechanisms/experiences will satisfy this requirement provided they are approved by the CTL Executive Board and have the ability to provide data that will satisfy the requirements of NCATE’s standard 4a”. The Executive Board read over the changes and agreed with them. They changed the following line from; “...provided they are approved by the CTL Executive Board and have....” to “...provided they are approved by both the CTL Advisory Council and the CTL Executive Board...” There was a motion to accept the language change for options 1 and 2, and to accept option 2 as submitted by the CTL Advisory Council. The motion was accepted and passed with a unanimous

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vote. The Board decided that an email should be sent out to the Program Coordinators with the new recommendation attached, as well as a letter stating that they must adhere to the EDF 507 requirement, or submit a written plan at the March 11, 2009 CTL Advisory Council meeting showing how they plan on meeting the requirements of standard 4.

- Survey and Matrix
  - Jim finished the survey for the Diversity and Equity Committee over the weekend. Scott Robinson has completed his own survey; he will be submitting it to the CTL Advisory Council for their approval at the next meeting.
  - The committee is working on completing the Matrix.
- Online Diversity Course
  - At the CTL Advisory Council meeting Martha Kurtz suggested an online diversity course. This idea was previously suggested at the CTL Executive Board meeting; the Diversity and Equity Committee was not in favor of the idea.
- Teachers of the Year Panel
  - The Panel was a success. Mike O'Donnell is planning on being a panelist at next year's event.

**6. REPORTS:**

- OREA
  - They are still waiting for all of the Graduate Program Reports to come in. The Undergraduate Program Reports are due in April.
  - There have been a few problems with the website and they are currently working on getting the website completed and up-to-date.
  - The PESB Board is cutting its numbers from 20 to 12.

**7. ADJOURNED:** Meeting was adjourned at 9:52am