

MINUTES
EXECUTIVE BOARD
Black Hall, Room 228-7
April 6, 2009

1. **ATTENDING:** Connie Lambert (CEPS, chair), Kirk Johnson (COTS), Jim DePaepe (OREA)
2. **MEETING CONVENED:** 9:07am
3. **CHANGES TO AGENDA:** None
4. **APPROVAL OF MINUTES:** Minutes were approved
5. **NEW BUSINESS:**
 - NCATE
 - Reports for Advanced Programs
 - There are several programs that have either not turned in a program report, or have only turned in a report partially completed. Jim is working on completing a discrepancy analysis of the website, updating files, and uploading additional information. When the analysis is completed the programs will be contacted regarding the missing information. The Programs will also be reminded that the current year reports will also be due. The Department of Education is experiencing a program review this week and they have turned in a program report to Connie. Connie will look through the report for any information pertinent to Master Teacher.
 - OREA
 - No Report
 - ADCO
 - Jan Bowers gave Connie a memo containing six (6) items, including recommendations. Rexton, Barry and Connie will be meeting today with the ADCO chair and department chairs who have education programs to discuss the items. The list contains the following items:
 - 1. State Demand for Teachers

The recommendation is to cap teacher preparation programs in an effort to increase the number of math and science teacher endorsements and certificates granted by the University.

 - ◇ The reasoning behind the new recommendation is that there are not enough math and science teachers, and other areas (e.g. Elementary Education) have very high numbers. With the new Core 24 (4 Math Courses & 3 Science Courses) they believe that the need for more math and science teachers will greatly increase.
 - ◇ We do not need to cap any of our programs. We have the capacity to increase our numbers in math and science. The problem is that students who are interested in becoming Elementary School Teachers are not necessarily interested in becoming Science or Math Teachers. A plan will be developed that outlines ideas on increasing numbers in this area. One idea is to target middle school children. The general consensus is that high school is too late to start targeting these students. A plan needs to be put into action on increasing interest and bringing the students to our campus.
 - 2. Duplication Between PEP Sequence and Content Courses

The recommendation is to eliminate duplication.

 - ◇ Barry will talk about this at today's meeting with ADCO.

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- 3. Credit Hours in PEP
The recommendation is to reduce credit load
 - ◇ Barry will talk about this at today's meeting.
- 4. Content Faculty/Teacher Educators Interaction with Districts.
The recommendation is to involve content faculty in selecting placements and supervising.
 - ◇ Rexton will be talking about this at today's meeting.
 - ◇ There has been a desire to have content areas more involved in the supervision of student teachers. It would be beneficial for them to see how the material from their programs is being utilized in the K-12 classrooms. Placements would still need to run through the field experiences office so that protocol is followed (different districts have different protocol). Training content areas faculty to do supervision would need to occur. An option was discussed to give the content area faculty the option of only supervising a few students to start, with support to supervise most or all of the students in the future. This is also something that would need to be worked into the budget.

6. OLD BUSINESS:

- Survey and Matrix
 - The Diversity and Equity Committee was charged with creating a survey and matrix. The committee is still working on completing the matrix; there will be an update at the next meeting. The committee turned the survey over to Jim, who reworked it for distribution (the survey was handed out to the Board Members). The survey follows all of the elements of the diversity standard and will be a great tool for collecting data. The Theatre Arts Program has its own survey that will be distributed to all Theatre Arts Students; all other programs will use the Diversity and Equity Committees Survey. Connie suggested that on number three the wording state "circle all that apply".

7. ADJOURNED: Meeting was adjourned at 9:50am