

CENTRAL WASHINGTON UNIVERSITY  
THE CENTER FOR TEACHING AND LEARNING  
NCATE – TASK FORCE  
April 4, 2006

**ATTENDING:** Cathy Bertelson, Rodney Bransdorfer, Marwin Britto, Carol Butterfield, Scott Calahan, Minerva Caples, Michael Chinn, Elise Forier, Craig Hughes, Martha Kurtz, Connie Lambert, David Majsterek, Steve Moore, Steve Schmitz, David Shorr, Bret Smith, Stephanie Stein, Shari Stoddard, Phil Tolin, Marla Wyatt, Therese Young

**GUESTS:** Rebecca Bowers  
Joyce Garrett

**MEETING CONVENED:** The meeting was called to order by Dr. Rebecca Bowers at 2:05 PM in Black Hall room 114.

**CHANGES TO AGENDA:** None

**APPROVAL OF NOTES:** Notes of the March 7, 2006 meeting were distributed to attendees, not presented for approval.

**NEW BUSINESS:** Rebecca Bowers, Dean of the College of Education and Professional Studies called the meeting to order. She announced that next year during the NCATE Accreditation Visit, the State will also be sending a committee of 7 persons to perform the state review of teacher education programs. Thus the preparation for the NCATE Accreditation Visit will be more involved than in years past.

Dr. Bowers then introduced Dr. Joyce Garrett, NCATE Coordinator. Dr. Garrett has 22 years university experience, is the former Dean of Education at Boise State University, and an NCATE trainer for new coordinators and electronic documents rooms. She has successfully completed four NCATE reviews at four different institutions and was the coordinator for two of them.

Dr. Garrett asked each of the attendees to introduce themselves. After the introductions she began her presentation with the statement that this will be her fifth successful NCATE Accreditation Visit. The emphasis in preparing for the visit next spring will be in developing an electronic documents room. This will be beneficial to both the task force as well as colleagues. The theme for the preparations will be "It Takes a University to Educate a Teacher."

She then outlined her agenda for the next 14 months. She will be on the CWU main campus at least one week per month and available via email or telephone the rest of the time. In order to oversee all the preparations, she will have an agenda and tasks outlined for each visit. On Thursday, April 6, 2006 she will have two presentations for CTL faculty to present the plan.

Dr. Garrett discussed the importance of NCATE Accreditation. It offers prestige as well as assurances that our programs are competent and strong. It also shows that we have met national standards and that we have qualified field supervision of our candidates. NCATE is not a dictator. They have established standards for us to compare what is being done at CWU in order to meet those standards.

In reviewing the status of the preparation for the NCATE Accreditation Visit to CWU, Dr. Garrett enumerated out areas of strength and concerns. Our strengths include our faculty, the start we have on an assessment system, commitment from the Deans in the College of the Arts and Humanities and the College of the Sciences, and the CTL governance structure. Among the concerns are the progress in utilizing the assessment system, the admissions plan, identification and documentation of artifacts, and development of assessment matrices.

One of the first tasks will be to identify individuals for the NCATE Standards Teams. NCATE has been denying accreditation more often for not having all the documentation that the standards are being met. Standards 1 and 2 emphasize output, while standards 3 through 6 are more input based. As much as possible, templates will be created for the input of necessary information to the electronic document room. She ended with the statement that we are in a "state of urgency, not panic." The meeting was then opened up for a Question and Answer session.

**OLD BUSINESS:** None

**ADJOURNMENT:** Meeting was adjourned at 3:15 PM

**NEXT MEETING:** April 18, 2006