

CENTRAL WASHINGTON UNIVERSITY  
THE CENTER FOR TEACHING AND LEARNING  
NCATE – TASK FORCE  
MINUTES  
May 16, 2006

**ATTENDING:** Marwin Britto, Scott Calahan, Michael Chinn, Bobby Cummings, Chris Curran, Elise Forier, Craig Hughes, Martha Kurtz, Connie Lambert, David Majsterek, Steve Moore, Mark Oursland, Jim Pappas, Jeff Penick, Debbi Prigge, David Shorr, Bret Smith, Stephanie Stein, Shari Stoddard, Henry Williams, Marla Wyatt

**GUEST:** None

**MEETING CONVENED:** The meeting was called to order at 2:00 PM.

**CHANGES TO AGENDA:** None

**NEW BUSINESS:**

**OSPI Responses:**

Syllabi

- Syllabi will be examined during the State Site-Visit
- The State will look for evidence regarding standards, particularly the knowledge and skills standards in WAC 181-78A-270 that are covered in the Professional Ed. Sequence  
(<http://apps.leg.wa.gov/WAC/default.aspx?cite=181-78A-270>)
- Matrices are helpful in relating programs and courses to the Conceptual Framework as well as other standards valued by the program (e.g., State or National and CTL standards (an example can be found at <http://www.wce.wvu.edu/Intranet/NCATE2005/Standards/State/ConceptualFramework/AlignStandards.shtml>)
- Whatever syllabi are referenced on the matrices should be available for inspection
- Response to the question of multiple courses meeting the same requirement – “can’t say for sure that it’s important to have them all available, but it probably wouldn’t hurt.”
- Consistency of syllabi across course offerings is important to maintain program cohesion
- If the matrices are complete, listing standards doesn’t add to the syllabi and are not needed just for the program review

Endorsement Reapproval Forms

- Without getting into a competency-by-competency mode, it might be helpful if faculty identified 4-5 major sources of evidence that demonstrate that the endorsement standards are being met.
- Also, it would be really useful to have faculty think about the last two questions on the form, relating to use of data and positive impact. On visits, teams found that those areas tend to be underdocumented when looking at the accountability/ assessment standard.

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**Faculty Vita:**

- Joyce has gone through the LiveText faculty vita and is editing it. She will also have a template regarding the two page vita.

**Standards Teams Co-chair Updates**

- Each of the Standards Teams presented the matrices they have developed to date. The teams and their presentations were:
  - Standard 1 – Connie Weiner and Scott Lewis
  - Standard 2 – Shari Stoddard and Chris Curran
  - Standard 3 – Debbi Prigge and Jeff Penick
  - Standard 4 – Marwin Britto and Steve Moore
  - Standard 5 – Bobby Cummings and Jim Pappas
  - Standard 6 – Martha Kurtz and Henry Williams

**OLD BUSINESS:** None

**ADJOURNMENT:** Meeting was adjourned at 3:00 PM.

**NEXT MEETING:** May 30, 2006, Black Hall 114.