

CENTRAL WASHINGTON UNIVERSITY
THE CENTER FOR TEACHING AND LEARNING
NCATE – TASK FORCE
May 30, 2006

ATTENDING: Marwin Britto, Scott Calahan, Bobby Cummings, Chris Curran, Elise Forier, Craig Hughes, Martha Kurtz, Connie Lambert, David Majsterek, Steve Moore, Mark Oursland, Debbi Prigge, Steve Schmitz, David Shorr, Bret Smith, Stephanie Stein, Shari Stoddard, Alberta Thyfault, Marla Wyatt

GUEST: Joyce Garrett

MEETING CONVENED: The meeting was called to order at 2:10 PM

CHANGES TO AGENDA: None

APPROVAL OF NOTES: The notes for the May 16, 2006 meeting were approved as revised.

NEW BUSINESS:

Questions were raised regarding instructions for sharing LiveText data. The support team at the main LiveText office is still in the process of moving templates and assessments to the CWU Admin account. More information will be available after this has been accomplished.

Joyce Garrett gave an update on work for the NCATE e-documents room.

Vita: The vita template is almost ready. The form will be available on the web for faculty to complete and submit. It will have a combination of

Syllabi: A “Dropbox” folder will be created on the S drive for faculty to upload their syllabi and other documents. Directions will be sent to CTL faculty when it is ready. A sample will also be provided at that time. Syllabi should address the highest level of standards and include a statement on the use of Constructivism. Syllabi need to be submitted for all courses in a program.

When there are multiple faculty members teaching the same course, then the decision as to which syllabus to submit will be at the department level. It should be the one that is most representative and that the methods and practica can be linked to the matrix for the program.

The State and NCATE prefer matrices, charts, graphs. Counts regarding vita data and summaries will be done by CTL.

Standards Teams: Teams have been formed for each of the six NCATE Standards. These teams have been meeting and some will continue to work this summer creating lists of the documents and artifacts needed.

2006-2007 Meetings: Tentatively the NCATE Task Force meetings for next year will be the 1st and 3rd Tuesdays of a month. The final schedule will be presented at the first meeting this fall.

OLD BUSINESS: None

ADJOURNMENT: Meeting was adjourned at 3:00 PM

NEXT MEETING: October 3, 2006