

CENTRAL WASHINGTON UNIVERSITY  
PROFESSIONAL EDUCATION ADVISORY BOARD  
TEACHER EDUCATION  
MINUTES  
October 6, 2006

**MEMBERS PRESENT:** Jim Asmussen, Tobi Beehler, Joel Hollingsworth, Connie Lambert, Rexton Lynn, Steve Schmitz, Lael Wright

**MEMBERS ABSENT:** Tammie Lenz, Rebecca Scholl, Carolyn Stella, Shari Stoddard, Ken Wilson

**GUEST:** Joyce Garrett

**MEETING CONVENED:** At 9:20 AM there was not a quorum to call the meeting to order. There was a general discussion of the membership of the PEAB for Teacher Education. WEA has been contacted for a teacher to replace Terri Bawden. The meeting was then called to order at 9:45 AM when a quorum was present.

- I. The minutes for the meeting held June 9, 2006 were approved as submitted.
- II. The agenda was changed to reflect that Steve Schmitz would be giving the reports on Professional Certification and National Board Certification. Rexton Lynn will also give an update on Field Experiences.
- III. Reports
  - A. Professional Certificate (Steve Schmitz)

Steve Schmitz reported that Andrea Sledge has accepted appointment as Coordinator of Professional Certificate and National Board Certification. She is very dedicated to the position and is "picking up the crumbs I left." Tobi Beehler added that Andrea had met with facilitators this summer to discuss new procedures.
  - B. National Board Certification (Steve Schmitz)

No report.
  - C. Department of Education (Steve Schmitz)

As the new chair of the Department of Education, Steve considers himself the "Lead Teacher" to remind himself he still represents faculty. This is the third year of merged Teacher Education Programs and Curriculum and Supervision departments.

Of the 50 faculty members and 20 adjuncts there are:

    - 34 FTTT effectively 28
    - 16 FTNTT
    - 36 part-time

There are currently 20 programs on the main campus and seven centers.

The Education Administration program is on reserve because no professors/instructors have a doctorate in Education Administration and the State would not approve the program. Spring of 2007 they will review masters applicants for Fall 2007.

Tobi Beehler commented that adjuncts need assistance to earn a doctoral degree.

D. Field Experiences (Rexton Lynn)

Rexton Lynn arrived in June as the new Director of Field Experiences. He has been working with other universities for out of area placements as well as International placements. With regard to the International placements, there are problems with assessment forms to align with State standards.

There are two or three students per quarter. The cooperating teacher supervisors from GST visit the schools only once or twice per quarter. Joyce Garrett suggested that video conferencing for international student supervision might be an alternative.

Other areas of focus include:

- Developing the Field Supervisor Handbook
- Creating a Blackboard site for discussions for Field Supervisors
- Coordinating with cooperating teachers
- Revising the Pre-Autumn and Student Teacher Handbook
- Developing a Cooperating Teacher Handbook
- Addition of components to the Pre-Autumn Experience
- Negotiating exclusive agreements with school districts
- Job shadowing Supervisors this fall
- Developing content area supervision
- Utilizing new technology that allows more ways to supervise without on-site visits
  - Applied for grant for developing that system for CWU
  - Need to determine the districts with the technology
  - Need to determine feasibility and logistics

Students have problems with the process of applying to Student Teaching and Pre-Autumn and the orientation. Communication is the biggest issue as well as timing issues. Orientation should be the quarter before Student Teaching. In addition, application deadlines need to be changed to remain competitive with other schools for placements.

A discussion on teacher/student/parent changes followed the presentation.

CWU would like more in-school experience, but the differences in amounts paid to supervisors/coordinating teachers makes that difficult.

E. NCATE/OSPI Site Visit (Joyce Garrett)

Joyce Garrett, NCATE Consultant, gave an update on the preparations for the Accreditation Visit scheduled for May 5-9, 2007. The development of the outline of the website is underway. Teams were formed last spring for each of the standards to identify artifacts. The Conceptual Framework for Teacher Preparation Programs is complete and brochures with a summary will be available soon. Assessment matrices, syllabi, and vitae are being collected.

A handout of the slideshow regarding preparing for NCATE at CWU was distributed. At this time data is being accumulated and the website for the electronic documents room is coming along. Joyce works closely with Connie Lambert.

Points made regarding the upcoming Accreditation Visit were:

- Accreditation improves the quality of programs.

- Assessments generate changes in programs and courses.
- The Diversity plan report for Standard 4 will be implemented to be at least Acceptable
- The Conceptual Framework, faculty, and programs are strong.
- We need a system for collecting and maintaining policy manuals for CTL and any other related entities.
- The web site can keep up with changes/revisions
- Rather than a frozen in time snapshot, accreditation is now a continuing process
- The collaboration of CAH, CEPS, and COTS is very strong
- Collaboration with public school personnel is developing.
  - Pre Student Teaching – urban
  - Pre Student Teaching (2<sup>nd</sup> experience) – diverse
  - Student Teaching – something different from above
- Data collection has already resulted in program changes for the Science Education and English programs.
- The clinical component is being very well developed.
- Marwin Britto is responding to technology requests and is holding workshops for every step of the way
- NCATE is more interested in outputs
  - Pre and Post assessments of unit instruction by Student Teachers
  - Reflections in journals
  - Posted in LiveText
- Public school involvement will include:
  - Site visits
  - Cooperating teacher meetings with the BOE
- Technology in the schools should be developed.
  - Electronic grade books can be used for measurements.
  - School faculty do not always have an understanding of the grading system by P-12
  - Teachers need training for utilization of grading systems.
  - The reporting system needs to be understood.

We will make arrangements to review the website at the December meeting.

#### IV. PEAB Mission

- A. **WAC 180-78A-220: Program Approval Standards for Approved Preparation Programs:** Reports on the following will occur during the 2006-07 academic year

#2 Accountability

#4 Program Design

#5 Knowledge & Skills

We will be doing all of the standards by the end of the year. See the Program Focus handout for the summary. Judi Robinette will send out the surveys the first part of January.

Tobi Beehler asked about Highly Qualified Teachers since NCATE sets standards for the preparation of teachers.

- B. **5 Year Review:** Program Evaluation data, courses, & field experiences

- C. Program Review: (Science, ECE, Bilingual/TESL)
  - December – Bilingual/TESL (Craig Hughes)
  - March – Science (Martha Kurtz)
  - June – ECE (Keith Salyer)
  
- VI. **Dates for this year (all Fridays)**
  - December 1, 2006 – 9:30-12:00
  - March 2, 2007 – 9:00-12:00
  - June 8, 2007 (Friday before graduation) with Top Ten Student Teacher Reception
  
- V. Other
  - Handouts provided for the meeting also included:
    - PEAB Teacher Preparation annual report for 2005-2006
    - 1<sup>st</sup> and 3<sup>rd</sup> year candidate and principal surveys for 2004