

**Illinois State University
Council for Teacher Education
Tuesday, September 5, 2006 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: B. Allison, D. Curtis, M. Moore, S. Parry, C. Wenning, W. Beckner, S. Naylor, A. Hanna, L. Alferink, B. Nourie, P. Klass, M. Munson-Dryer, J. Neuleib, M. Temple, G. Bailey, S. Zielinski, D. Ward, S. McCrone, J. Simon, P. Richey, J. Thompson

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Palmer, A. Coffman, F. Drake, J. Oram-Sterling, M. Farnsworth

Guests: J. Brown, L. Steffen, S. Berardi, J. Ray

- I. Call to Order:** D. Curtis called the meeting to order at 3:05. After welcoming everyone, she asked members and guests to introduce themselves. D. Curtis gave a brief review of the by-laws.
- II. Approval of Minutes of May 2, 2006:** D. Curtis asked for a motion to approve minutes from May 2, 2006. J. Thompson moved for approval. M. Temple seconded the motion. One abstention. Minutes were approved.
- III. Council Elections:** M. Munson-Dryer moved to nominate S. Parry as Vice-chair. J. Neuleib seconded the motion. J. Simon moved to close nominations with J. Thompson seconding the motion. Motion to close nominations was approved with no abstentions. S. Parry elected unanimously to serve as vice-chair. M. Temple moved to nominate S. Zielinski as secretary. S. Parry seconded the motion. C. Wenning moved to close nominations and L. Alferink seconded the motion. Motions were approved with no abstentions. S. Zielinski elected unanimously to serve as secretary.
- IV. Subcommittee Reports:**
 - A. Curriculum:** M. Temple briefly explained the duties of the committee.
 - B. Student Concerns:** J. Thompson stated the main responsibility of this committee is to see that there is due process of the rights of students. This committee is also responsible for the Academic Competition held each year.
 - C. University Liaison/Faculty Concerns:** B. Nourie briefly explained the duties of the committee.
 - D. UTE Assessment:** D. Curtis explained this committee is an ad hoc committee with representatives from all colleges.

Each committee met and elected the following chairmen: Curriculum – M. Temple, Student Concerns – S. Naylor, University Liaison and Faculty Concerns – M. Moore.

- IV. Information Items:**
 - A. Assessment of Legal and Ethical Conduct Modification:** Lynn Steffen,

CECP, explained this student teaching requirement and made the following recommendation to change the rubric: Teacher candidate has no more than one criminal conviction (other than convictions that preclude certification) in the three preceding years. Discussion followed. The committee agreed to move this item to an Action Item for the September 19 CTE meeting. Handouts were distributed.

B. Sesquicentennial Events: J. Neuleib gave a report on what the committee would like to do to mark this event. The committee would like to work with the University Liaison and Faculty Concerns committee to include this celebration in the Spring Colloquium. J. Neuleib would appreciate ideas from the CTE committee. Discussion followed with the following names suggested as resources: Virginia Owen, Cecilia Lauby, Roy Schilling, Rose Colby, Paul Baker, Charles White and Margaret Parret. Stephanie Berardi commented on the new CTE web site that is in progress and suggested using it to share sesquicentennial events. Members should contact Jan Carlton with ideas and contact information. D. Curtis shared an invitation with the committee to attend an Urban Education meeting on September 27, 2006, 11:30 a.m. to 3:00 p.m., in the Prairie Room of the Bone Student Center. Handouts were distributed.

V. Discussion Items:

A. Criminal Background Check (CBC): Lynn Steffen briefly explained the CBC admission to student teaching requirement and made the following recommendation: Illinois State University require all students to complete a fingerprint criminal background check. Many school districts are requiring students to have this type of background check since it's now required of teachers they hire. This type of check would be more reliable. One possibility is Arts Investigations. This company is willing to come to Illinois State University as often as needed to conduct the finger printing. The check would be done electronically with results in 72 hours. ISU would be required to sign an interagency agreement with the Illinois State Police and download a decryption program to a computer in the Lauby Teacher Education Center for receiving the results. The agreement would require ISU to maintain a spreadsheet of students that have been fingerprinted under this system. The CTE members agreed to move this item to an Action Item for the September 19 meeting. Handouts were distributed.

B. NCATE Visit: M. Munson-Dryer explained that Illinois State University has been given the option to postpone the NCATE visit to Spring 2011. Postponing the visit would allow an extra semester to collect data. After a short discussion, it was agreed to move this to an Action Item for the September 19 meeting.

VI. Action Items:

A. ITPS Proposed Revisions: This item was presented at the May 2, 2006, meeting. Because of elapsed time, it was agreed to move this to the September 19 meeting. D. Curtis asked L. Steffen to electronically send the revisions to members for review.

VII. Announcements and Last Comments:

A. S. Parry thanked the committee for being elected to the vice-chair position. She also stated the College of Arts and Sciences Dean's Fall Address is Tuesday, September 12, at 2:30 p.m. in the Old Main Room. They will be showing a video of emeritus faculty speaking.

B. M. Munson-Dryer stated the Fall Colloquium is October 12th.

C. S. Zielinski thanked the committee for her election as secretary of the committee.
D. M. Moore stated there is a conflict with the State of the University
Address and the CTE meeting on September 19.
E. D. Curtis thanked the members and stated she looks forward to working with
them in the new year.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. C. Wenning
moved for adjournment. B. Allison seconded the motion. D. Curtis
adjourned the meeting at 4:25.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, September 19, 2006 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: B. Allison, D. Curtis, S. Parry, C. Wenning, W. Beckner, S. Naylor, L. Alferink, B. Nourie, J. Neuleib, M. Temple, G. Bailey, D. Ward, S. McCrone, J. Simon, P. Richey, J. Palmer, A. Coffman, F. Drake, J. Oram-Sterling,

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Thompson
M. Farnsworth, M. Moore, A. Hanna, P. Klass, M. Munson-Dryer, S. Zielinski

Guests: J. Brown, L. Steffen, M. Lorber, D. Brown, R. Boser, C. Merrill, D. Kruger

- I. Call to Order:** D. Curtis called the meeting to order at 3:06.
- II. Approval of Minutes of September 5, 2006:** D. Curtis asked for a motion to approve minutes from September 5, 2006. M. Temple moved for approval. G. Bailey seconded the motion. No abstentions. Minutes were approved.
- III. Subcommittee Reports:**
 - A. Curriculum:** No report.
 - B. Student Concerns:** No report.
 - C. University Liaison/Faculty Concerns:** J. Neuleib gave a brief report on the Sesquicentennial plans. Members were reminded that the Fall Colloquium will be postponed so that members may focus on the Sesquicentennial.
 - D. UTE Assessment:** No report.
- IV. Information Items:**
 - A. Alternative Certification Route:** M. Lorber reported on the Alternative Route to Secondary Teacher Certification program. Since 2001, 49 applicants have been admitted to the program with 29 completing it. Although nationwide the program is doing well, ISU's program is not. Applicants are geographically bound because of commitments such as homes, families, etc. Therefore, it is difficult for them to move to fulfill an internship. It is often difficult for applicants to find a school district that will offer an internship. The prognosis for 2007 is not bright. As of this date, no one has been admitted for the school year. Handouts were distributed. Discussion followed.
- V. Discussion Items:**
 - A. Technology Teacher Education MAT Degree:** C. Merrill presented the Technology Department's request to establish a Masters of Art in Teaching. Currently, to obtain a master's certification in teaching, students are required to be in two separate programs. Discussion followed. M. Temple will discuss this at the next Curriculum Committee meeting and bring recommendations to the CTE committee.
- VI. Action Items:**
 - A. Assessment of Legal and Ethical Conduct Modifications:** D. Curtis asked for a motion to modify the rubric of the Assessment of Legal and Ethical Conduct

requirement to read as follows: Teacher candidate has no more than one criminal conviction (other than convictions that preclude certification) in the three preceding years. A short discussion followed. J. Neuleib moved to approve the modification. S. McCrone seconded the motion. Motion passed with no abstentions.

B. Criminal Background Check Revision: D. Curtis asked for a motion to revise the criminal background check from a name only background check to a fingerprint background check. A short discussion followed. M. Temple moved to approve the revision. S. Parry seconded the motion. Motion passed with no abstentions. D. Curtis asked for a motion to implement the change in Fall 2007. G. Bailey moved to approve the start date. L. Alferink seconded the motion. Motion passed with no abstentions.

C. NCATE Date Change: D. Curtis asked for a motion to delay the NCATE visit to Spring 2011. After a short discussion, M. Temple moved to approve the date change. G. Bailey seconded. Motion was approved with one abstention.

D. ITPS Proposed Revisions: D. Curtis asked for a motion to accept the proposed ITPS revisions recommended by the ITPS Committee for implementation Fall 2007. A short discussion followed. C. Wenning moved to approve the ITPS revisions. M. Temple seconded. Motion was approved with six abstentions.

VII. Announcements and Last Comments:

A. D. Curtis stated she has read the Art Levine report, *Educating School Teachers*, and reported ISU is already doing most of the recommendations.

B. J. Simon stated the ISU Open House is September 30.

C. S. Naylor stated she will email members of the Student Concerns Committee concerning the Academic Competition.

D. M. Temple reminded the Curriculum Committee members that they will be meeting next Tuesday.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. B. Allison moved for adjournment. A. Coffman seconded the motion. D. Curtis adjourned the meeting at 4:25.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, October 3, 2006 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: B. Allison, D. Curtis, S. Parry, C. Wenning, J. Thompson, S. Naylor, L. Alferink, B. Nourie, J. Neuleib, M. Temple, G. Bailey, D. Ward, S. McCrone, J. Simon, P. Richey, M. Moore, A. Coffman, F. Drake, J. Oram-Sterling, J. Nicholson, M. Munson-Dryer, P. Klass, A. Hanna

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Palmer, W. Beckner, S. Zielinski

Guests: J. Brown, L. Steffen, L. Merriman

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of September 19, 2006:** D. Curtis asked for a motion to approve minutes from September 19, 2006. L. Alferink moved for approval. S. Parry seconded the motion. Minutes were approved with one abstention.
- III. Subcommittee Reports:**
 - A. Curriculum:** D. Curtis asked for a motion to approve the proposal for change in the sequences in Dance Education. M. Temple moved for approval of the proposal. C. Wenning seconded the motion. Discussion followed mainly focusing on the total credit hours to be required which exceeds 124 hours. L. Alferink stated there is a procedure in place for regular reviews of such concerns. Motion passed with 3 abstentions. D. Curtis asked for a motion to approve the proposal to delete the Social Science program and revise the History program. M. Temple moved for approval of the proposal. T. Klass seconded the motion. Discussion followed. F. Drake stated merging the social science and history programs as represented in the proposal would not only provide students with a major in history, but also help with NCATE and strengthen the program. Motion passed with no abstentions. A handout was distributed.
 - B. Student Concerns:** S. Naylor stated the committee will meet next week in Room 316 of DeGarmo Hall.
 - C. University Liaison/Faculty Concerns:** M. Moore reported the committee met last week and viewed an excellent video from Thomas Metcalf School which hopefully can be incorporated into the Sesquicentennial celebration. M. Moore plans to meet with J. Neuleib on coordinating the University Liaison and Faculty Concerns committee with the Sesquicentennial committee.
 - D. UTE Assessment:** No report.
- IV. Information Items:**
 - A. Update on Urban Education Meeting:** S. Parry reported she felt it was a valuable meeting. Three themes emerged from the meeting: graduates felt pleased with their content preparation, they had concerns with classroom management issues including students with language and behavioral difficulties, and they felt a need for more information for transfer students on the availabilities of urban teaching. D. Curtis agreed the event was nicely done and interest is growing in the program.

B. Secondary Education Conclave: M. Munson-Dryer reported it was a good meeting with many positive messages. Teacher candidates are engaging more in team teaching. Because of increased partnership programs, there is a great deal of collaboration between university and school faculty. Secondary PDS initiatives have begun. Some suggestions presented at the conclave included encouragement of more and better communication among stakeholders, more self-assessment by teacher candidates and more instruction in working with students with disabilities and classroom management.

C. NCATE Conference Report: M. Moore reported it was a very informative and interesting meeting and would recommend that others attend. T. Klass agreed.

V. Discussion Items:

A. Alternative Route to Certification Program: D. Curtis stated the value of an alternative route to certification program is real and is hesitant to place it on hiatus. Discussion followed focusing on comparisons of a Masters of Arts in Teaching program and the alternative route to certification program. S. Parry stated the Curriculum Committee will be discussing this topic and will bring ideas to the CTE Committee.

B. Sesquicentennial Efforts: M. Moore reported she will have more information at the next meeting.

VI. Action Items: None

VII. Announcements and Last Comments:

A. S. Parry stated the Urban Teacher Preparation Conference was well done. She also congratulated D. Curtis on her appointment as Dean of the College of Education.

B. A. Coffman stated school safety is a huge issue. She asked members to remind their students to wear their ISU badges.

C. B. Allison reported she especially enjoyed having local administrators at the secondary conclave.

D. L. Alferink reported he is working on a teacher needs survey. Classroom management appears to be a high priority.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. B. Nourie moved for adjournment. C. Wenning seconded the motion. D. Curtis adjourned the meeting at 4:15.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, November 7, 2006 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, C. Wenning, J. Palmer, W. Beckner, S. Zielinski, S. Naylor, L. Alferink, B. Nourie, J. Neuleib, M. Temple, D. Ward, S. McCrone, P. Richey, M. Moore, A. Coffman, J. Oram-Sterling, J. Nicholson, M. Munson-Dryer, P. Klass

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, B. Allison, G. Bailey, J. Thompson, A. Hanna, F. Drake, J. Simon

Guests: J. Brown, L. Steffen, T. Haynes, M. Lorber, B. Rich, J. Thomas, J. Ray, L. Perkins

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of October 3, 2006:** D. Curtis asked for a motion to approve minutes from October 3, 2006. P. Klass moved for approval. L. Alferink seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple reported the subcommittee had approved proposals for Geography-Geology, Health Sciences and Languages, Literatures and Cultures. A. Bohn presented a Curriculum and Instruction proposal. This proposal eliminates C&I 104, replaces C&I 104 with C&I 204, revises C&I 211 and includes PSY 111, MAT 130, MAT 152 or 202 in required Major Adjunct Courses as prerequisites to required courses PSY 302 and MAT 201. A short discussion followed. D. Curtis asked for a motion to approve the proposal for change in requirements for the major. M. Temple moved for approval of the proposal. B. Nourie seconded the motion. Motion was approved with no abstentions. M. Temple presented the Early Childhood Education proposal which increases the hours to a total of 117 and adds SED 101 as a prerequisite. T. Haynes stated this is filling gaps for juniors and seniors looking for additional hours. B. Nourie stated the department is looking for equity for students because the hours are already being done. D. Curtis asked for a motion to approve the Early Childhood Education proposal. M. Temple moved for approval of the proposal. B. Nourie seconded the motion. Motion passed with no abstentions.
 - B. Student Concerns:** S. Naylor stated the Academic Competition brochures have been printed and are ready to be distributed. This year's theme is in keeping with the Sesquicentennial celebration and is titled: *Teachers: Yesterday, Today and Tomorrow*. Publicity will include running several smaller ads in *The Vidette* and adding the application to the COE and CTE web sites. She asked members to take a supply and encourage students to apply.
 - C. University Liaison/Faculty Concerns:** M. Moore reported the committee will meet November 17 in room 55 of DeGarmo Hall. She asked that the video from Thomas Metcalf School be added to the December 5th CTE agenda. J. Neuleib reported Virginia Owens will review the College of Arts and Sciences video and help choose items to use for the Sesquicentennial. J. Neuleib stated Cecilia J. Lauby has given an interview which they hope to use. Sesquicentennial pins are being made and will be distributed.

D. UTE Assessment: No report.

IV. Information Items:

A. Aggregated Results of State Certification: L. Steffen distributed portions of the annual CECF and PBA reports. Table #2 represented the basic skills test scores for Illinois State University students. L. Steffen stated the pass rate is fairly good. Table #22 represented the cumulative passing rates for all Illinois State University students taking the content area test. These are only those students who requested the scores be reported to ISU. Included in these scores are those students who took a content area test that is not their major. Table #25 was the comparison of the cumulative passing rate of ISU students with that of the State of Illinois for the Assessment of Professional Teaching test. Currently, students are not required to report the results of the APT test to Illinois State University. ISU students pass the APT test at a very high rate. D. Curtis stated there is an issue concerning the subscores in the history content area.

B. Secondary Education Conclave: T. Haynes reported the conclave was held September 29. Results from the conclave focused on identifying solid, high quality Clinical Field Experience (CFE) criteria, goals and practices, identifying major issues in moving toward improving Clinical Field Experiences, curriculum and partnership relationships and discussing ways to address these issues. T. Haynes requested that the CTE form an analysis and planning group to accomplish the following: review data from the Secondary Education Conclave, CECF and relevant research and literature, interview stakeholders, sponsor events to enhance ideas, create progressive, outcome-based CFEs, create experiences and enrollments that better match CFE site capacity and establish common policies that clearly communicate our conceptual framework to stakeholders. Discussion followed. D. Curtis will develop the charge of the committee. S. Zielinski moved to establish a K-12 and 6-12 ad hoc committee to identify major issues in moving toward higher quality Clinical Field Experiences, curriculum and partnership relationships. L. Alferink seconded. Motion passed with no abstentions.

C. Bloodborne Pathogens: B. Nourie distributed a handout addressing the proposal of adding a requirement for proof of knowledge about Bloodborne Pathogens for admission to Professional Studies. She stated a number of university programs are not in compliance with this OSHA mandate. The requirement would be met by viewing a short online video and correctly answering ten questions. There is no additional cost to students nor is there additional time required of faculty. B. Nourie moved that the Council for Teacher Education approves the addition of a requirement for proof of knowledge about Bloodborne Pathogens for Admission to Professional Studies prior to participation in any field experience. M. Temple seconded the motion. Motion unanimously passed. B. Nourie agreed to an amendment of the motion removing the phrase “prior to participation in any field experience.” B. Nourie made a motion that the Council for Teacher Education approves the addition of a requirement for proof of knowledge about Bloodborne Pathogens for Admission to Professional Studies. The requirement for proof of knowledge at Illinois State University is the same as ten (10) correct items on the quiz. M. Moore seconded the motion. Motion passed with one abstention.

V. Discussion Items:

A. Alternative Route to Certification Program: M. Lorber stated candidates for

the program are required to have a job contract before being admitted to the program. This requirement has been administratively changed. The candidate may now obtain the contract or sign a letter agreeing to conditional admission to the program. Candidates are also required to have approval from the relevant academic department. Some departments will not grant this approval. M. Lorber would like to change that requirement to read: approval by the relevant academic department or approval by the coordinator of the Alternative Certification program and the Dean of the College of Education. Discussion followed. L. Alferink suggested candidates use the appeal process to deal with the legitimacy of a department's denial of admission.. S. Zielinski suggested negotiation be used before an appeal. L. Alferink recommended checking the graduate catalogue as a resource. Members agreed more flexibility is needed and advised M. Lorber to continue to encourage prospective candidates. It was suggested the Executive Committee pursue this discussion.

B. Disposition Concerns: S. Zielinski and S. Naylor

This item was moved to December 5th meeting.

VI. Action Items: None

VII. Announcements and Last Comments:

A. S. Zielinski announced *Othello's Passion: A Kabuki Play* opens November 8 and runs through the weekend.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. P. Klass moved for adjournment. J. Palmer seconded the motion. D. Curtis adjourned the meeting at 4:47.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, December 5, 2006 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, C. Wenning, J. Palmer, J. Thompson, G. Bailey, S. Naylor, L. Alferink, B. Nourie, J. Neuleib, M. Temple, D. Ward, S. McCrone, P. Richey, A. Coffman, M. Munson-Dryer, P. Klass, B. Allison, J. Simon

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Oram-Sterling, J. Nicholson, A. Hanna, F. Drake, M. Moore, W. Beckner, S. Zielinski

Guests: J. Brown, L. Steffen, R. Dean

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of November 7, 2006:** D. Curtis asked for a motion to approve minutes from November 7, 2006. L. Alferink moved for approval. M. Temple seconded the motion. Minutes were approved with one correction.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple stated there was no report but the subcommittee will meet next Tuesday.
 - B. Student Concerns:** S. Naylor reported there are still Academic Competition brochures available and asked members to encourage students to apply for the scholarship.
 - C. University Liaison/Faculty Concerns:** J. Neuleib stated the committee is still focusing on Sesquicentennial preparations. A. Coffman stated the eighth graders at Thomas Metcalf School are preparing displays to tie in with the Sesquicentennial event.
 - D. UTE Assessment:** No report.
- IV. Information Items:**
 - A. AACTE/NCATE Annual Report:** M. Munson-Dryer distributed a handout highlighting the report. Discussion followed focusing on the necessity of clearly articulating collected data and providing diverse placements for student teachers.
 - B. "What Ties Us Together" Video:** R. Dean presented the video featuring Thomas Metcalf School.
 - C. IBHE FAC Report:** S. Parry discussed a report, "Breaking the Cycle of Teacher Inequality: New Standards for Teachers in a P-20 Education System in Illinois," which was presented to the Academic Senate. D. Curtis commented the report has been discussed at a Public Deans meeting. Discussion ensued.
- V. Discussion Items:**
 - A. Disposition Concerns:** S. Naylor requested this item be postponed to a later meeting.
 - B. January Calendar:** D. Curtis noted that the scheduled CTE meeting in January is also the first day of classes after winter break and asked members if they would like to change the date. After a short discussion, it was decided no changes would be made.

C. Alternative Route to Certification Program: D. Curtis asked for discussion concerning the requirement of departmental approval for candidates entering the program. M. Munson-Dryer stated she is reluctant to remove departmental approval from the requirements. S. Parry commented on the need for department cooperation. D. Curtis noted that requiring departmental approval is not listed in the catalogue. P. Klass stated the catalogue must be followed to avoid potential appeals. Two issues became clear from the discussion: 1) how to handle the present candidates and 2) further consideration on the catalogue description and requirements for future candidates. S. Parry moved that the Council for Teacher Education agree to follow current catalogue requirements and admit the January 2007 candidates. D. Ward seconded the motion. Motion passed with no abstentions. D. Curtis requested B. Nourie compose a new catalogue description concerning revision of the program and its requirements. It was also suggested that a notice be added to the web site stating the program is being revised and interested parties should consult M. Lorber.

VI. Action Items: None

VII. Announcements and Last Comments: None

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. M. Temple moved for adjournment. M. Munson-Dryer seconded the motion. D. Curtis adjourned the meeting at 4:30.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, January 16, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, J. Palmer, C Brown, M. Moore, W. Beckner, S. Naylor, L. Alferink, B. Nourie, J. Neuleib, M. Temple, D. Ward, P. Richey, J. Nicholson, P. Klass, J. Simon

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Oram-Sterling, G. Bailey, A. Hanna, F. Drake, C. Wenning, Molly Munson-Dryer, A. Coffman, S. McCrone, J. Thompson, B. Allison

Guests: L. Steffen, B. Meyer

- I. Call to Order:** D. Curtis called the meeting to order at 3:05.
- II. Approval of Minutes of December 5, 2006:** D. Curtis asked for a motion to approve minutes from December 5, 2006. P. Klass moved for approval. S. Parry seconded the motion. Minutes were approved.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple reported the subcommittee had made decisions on three proposals. They approved deletion of three graduate certificate programs which were duplicates in the Educational Administration & Foundations Department. They approved a change in requirements for sequence in the Mathematics Department and a course revision proposal in the Psychology Department.
 - B. Student Concerns:** S. Naylor reported the response to the Academic Competition has been disappointing. Currently, there are only two entries. The subcommittee will consider extending the deadline.
 - C. University Liaison/Faculty Concerns:** M. Moore reported they are working on the Spring Colloquium and will have more information at a future CTE meeting. They are working on a video involving past and present faculty members which will tie in with the Spring Colloquium.
 - D. UTE Assessment:** No report.
- IV. Information Items:**
 - A. Annual CECP Report/PBA Report:** L. Steffen distributed the annual report and gave a brief overview of its contents. A short discussion followed. Members should contact L. Steffen if they are interested in specific data for their department.
 - B. Revision of the Alternative Route to Certification Program:** D. Curtis stated she will be bringing forth an action item at the February 6th meeting asking for an ad hoc committee on this topic.
- V. Discussion Items:**
 - A. Disposition Concerns:** S. Naylor addressed the fact that faculty members are rarely filing disposition concerns. J. Neuleib stated most faculty members are not aware it is available to them. S. Parry agreed the secondary programs do not use this recourse and suggested a workshop to disseminate the information. M. Moore stated that in many instances in reviewing a student's appeal, disposition

concerns have never been filed. D. Curtis suggested it was time to revisit this issue and will discuss it further with M. Munson-Dryer. After their discussion, D. Curtis will bring recommendations to the next CTE meeting.

B. Performance Based Clinical Experiences K-12 and Secondary:

B. Meyer distributed a handout on the topic of moving from an hours based clinical experience to a performance based experience which would include diverse settings and student populations. Discussion followed. J. Neuleib stated it is an excellent idea but questioned how it can be done logistically with placements. D. Curtis suggested a student self-assessment profile consisting of the required characteristics. M. Temple suggested it would be a good way to meet NCATE requirements. D. Curtis asked B. Meyer to chair an ad hoc committee with the charge to explain diversity standards.

VI. Action Items: None

VII. Announcements and Last Comments:

A. C. Brown stated S. Zielinski is enjoying her sabbatical.

B. D. Ward is on a committee that is working with ISBE for an endorsement in the library science program.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. L. Alferink moved for adjournment. S. Parry seconded the motion. D. Curtis adjourned the meeting at 4:35.

Respectfully submitted,
Amy Coffman
jab

**Illinois State University
Council for Teacher Education
Tuesday, February 20, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, J. Palmer, W. Beckner, M. Munson-Dryer, S. Naylor, B. Nourie, J. Neuleib, D. Ward, P. Richey, J. Nicholson, P. Klass, A. Coffman, R. Hughes, S. McCrone, J. Thompson, B. Allison, G. Bailey

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Oram-Sterling, A. Hanna, C. Wenning, M. Temple, C. Brown, M. Moore, L. Alferink, J. Simon

Guests: L. Steffen

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of January 16, 2007:** D. Curtis asked for a motion to approve minutes from January 16, 2007. P. Klass moved for approval. J. Palmer seconded the motion. Minutes were approved. D. Curtis also welcomed R. Hughes from the History Department to the CTE Committee. He is replacing F. Drake.
- III. Subcommittee Reports:**
 - A. Curriculum: None**
 - B. Student Concerns:** S. Naylor announced the winners of the Academic Competition. They are David Harmon, Theatre Teacher Education; Deanna Holt, Special Education; and Kimberly Williamson, Bilingual Teacher Education. S. Naylor stated the committee is looking for alternatives in terms of the timing and criteria of the competition. They would welcome any suggestions. D. Curtis asked the subcommittee to review the student appeal process on the website and the language of the dates to make sure they are in alignment.
 - C. University Liaison/Faculty Concerns:** J. Neuleib distributed a flyer created by S. Lee-Berardi for the Spring Colloquium. The title of this year's colloquium is "150 Years: The Spirit and Energy of Our Faculty." J. Neuleib asked S. Naylor to contact the Academic Competition winners requesting them to present. Members were asked to encourage their colleagues to attend. Information will be posted on the website. Posters will be distributed to education departments across campus.
 - D. UTE Assessment:** No report.
- IV. Information Items: None**
- V. Discussion Items:**
 - A. Required Field Experiences in Diverse Settings:** M. Munson-Dryer stated that although ISU offers many diverse experiences for our teacher education majors, we don't have a plan to require such experiences. A handout was distributed explaining three options to accomplish this. Option #1 would place the experience as a required course component. This would allow everything to be housed in one place. Option #2 would require the experience prior to graduation. Many institutions do this and it could be tied to the PBA system; possibly admission to

student teaching. Option #3 would require students to do volunteer hours in a community. S. McCrone stated courses are full now and would like to explore Options 2 and 3. J. Neuleib would like to see the definition of diversity established. L. Steffen agreed diverse experience needs to be defined so that students know if they truly have met the requirement. R. Hughes stated it should be considered when it would be most useful in the course of a student's program. It would be more meaningful at the beginning of a program. D. Curtis reminded members that diversity is a requirement of both NCATE and the State of Illinois for certifying teachers. After a lengthy discussion, D. Curtis asked M. Munson-Dryer to discuss the issue with the College of Education Diversity Committee and to invite the committee to appear before the CTE committee in April.

B. Disposition Concerns: S. Parry stated this resource is not being used very much by faculty members. S. Parry asked for volunteers for an ad hoc committee to disseminate information to the faculty. S. McCrone, J. Nicholson, and B. Allison volunteered. B. Nourie will recommend someone from the Curriculum and Instruction Department and A. Coffman will ask someone from the laboratory schools.

VI. Action Items:

A. Request Ad Hoc Committee for Revision of the Alternative Route to Certification Program: S. Parry requested this committee be formed with L. Steffen, K. McCord, T. Martin, M. Temple, M. Lorber and G. Bailey as members. M. Temple will chair the committee. CTE members voted to accept this proposal.

B. Request Ad Hoc Committee on Secondary/K-12 Field Experiences/Clinical Practice: D. Curtis requested this committee be formed with the charge to identify major issues in moving toward higher quality Field Experiences/Clinical Practice, curriculum and partnership relationships. B. Meyer will chair the committee with members from each of the colleges. Members voted to create this committee.

VII. Announcements and Last Comments:

A. S. Parry is directing *Inherit the Wind* at the Community Players Theatre which opens on March 8 and runs for three weeks.

B. S. Naylor stated the education materials are being moved at Milner Library due to water issues.

C. J. Neulieb asked if the teaching of databases by faculty could be discussed at a future meeting.

D. B. Nourie stated the elementary education faculty also had concerns about the teaching of databases.

E. P. Klass reported that on March 24, fifth through tenth grade girls will be on campus looking at careers in mathematics and science. She thanked the volunteers that will be helping.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. B. Nourie moved for adjournment. S. Parry seconded the motion. D. Curtis adjourned the meeting at 4:35.

Respectfully submitted,
Amy Coffman
jab

**Illinois State University
Council for Teacher Education
Tuesday, March 6, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, J. Palmer, W. Beckner, M. Munson-Dryer, M. Moore, S. Naylor, B. Nourie, J. Neuleib, P. Richey, J. Nicholson, P. Klass, C. Brown, M. Temple, A. Coffman, R. Hughes, J. Thompson, B. Allison, G. Bailey, L. Alferink,

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Oram-Sterling, A. Hanna, C. Wenning, J. Simon, S. McCrone, D. Ward

Guests: L. Steffen, J. Brown

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of February 20, 2007:** D. Curtis asked for a motion to approve minutes from February 20, 2007. P. Klass moved for approval. G. Bailey seconded the motion. Minutes were approved.
- III. Subcommittee Reports:**
 - A. Curriculum:** None
 - B. Student Concerns:** S. Naylor read a thank you letter from David Harmon, a recipient of the Academic Competition Scholarship.
 - C. University Liaison/Faculty Concerns:** M. Moore discussed the possible conflict between the Spring Colloquium and the AERA Conference in Chicago on April 10. She stated there is no R.S.V.P. requested for attending the colloquium. A poster announcing the colloquium was distributed to members. All members will receive the poster electronically.
 - D. UTE Assessment:** L. Steffen stated the committee is meeting this week and will have the recommendations on the PBA revisions sent to the CTE Committee.
- IV. Information Items:** None
- V. Discussion Items:**
 - A. ITPS #10 Database:** L. Steffen distributed a handout defining technology standards for Illinois teachers. Discussion centered on performance indicator 5D which states: "the competent teacher designs and manipulates databases and generates customized reports." B. Nourie stated teachers are using databases and spreadsheets but are not creating them. J. Neuleib reported the English Department does not feel comfortable teaching spreadsheets and databases in their classrooms. J. Thompson voiced a concern that presently, faculty have an overload of course requirements. D. Curtis stated there is a lack of an instructional technology course at ISU. Many other institutions provide this course. D. Curtis feels it is time to consider adding the course to the education program. L. Steffen stated she has met with S. Scott in the ITK Department to discuss developing such a course. It is important to NCATE and state standards. CTLT has workshops available to faculty to learn this technology. Members agreed to discuss this further at a future CTE meeting.

B. Purposeful Placements in Diverse Settings: M. Munson distributed a handout containing updated language of NCATE Standard #4. It states: “Field experiences or clinical practice for both conventional and distance learning programs provide experiences with male and female P-12 students from different socioeconomic groups and *at least two ethnic/racial groups. Candidates also work with English language learners...*” M. Munson-Dryer stated ISU is currently at an unacceptable level. She also stated the COE Diversity Committee will appear before the CTE Committee on April 17 to present and discuss their work. B. Nourie stated she had reviewed the PDS sites, and according to the information from the state report card, several schools do not meet the diversity standard. L. Steffen stated two of the categories of the report card must exceed the state average. Also, students can do clinicals in their home school district if the district meets the categories. M. Munson-Dryer reported she had forwarded J. Thompson’s diversity document to the COE Diversity Committee. D. Curtis stated the experience should include preparation for the experience, the experience and reflection of same. R. Hughes suggested the experience should be a general education class for education majors during their freshman or sophomore year. Timing is crucial. G. Bailey suggested revising admission requirements to the lab schools to create a diverse setting.

VI. Action Items: None

VII. Announcements and Last Comments:

A. S. Parry reminded members *Inherit the Wind* opens March 8 at the Community Players Theatre and runs for three weeks. A school show will be March 21 with reduced rates for students.

B. L. Alferink stated the Senate is revising the Blue Book.

C. L. Steffen informed members that students can now access their PBA status via the iCampus portal.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. M. Munson-Dryer moved for adjournment. B. Nourie seconded the motion. D. Curtis adjourned the meeting at 4:00.

Respectfully submitted,
Amy Coffman
jab

**Illinois State University
Council for Teacher Education
Tuesday, March 20, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, J. Palmer, W. Beckner, M. Munson-Dryer, B. Nourie, J. Neuleib, P. Richey, C. Brown, M. Temple, D. Ward, S. McCrone, J. Simon, A. Coffman, J. Thompson, G. Bailey, L. Alferink

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Oram-Sterling, M. Moore, A. Hanna, C. Wenning, P. Klass, R. Hughes, B. Allison, S. Naylor, J. Nicholson

Guests: L. Steffen, J. Brown

- I. Call to Order:** D. Curtis called the meeting to order at 3:10.
- II. Approval of Minutes of March 6, 2007:** D. Curtis asked for a motion to approve minutes from March 6, 2007. D. Ward moved for approval. S. Parry seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum: None**
 - B. Student Concerns: None**
 - C. University Liaison/Faculty Concerns:** J. Neuleib reported the colloquium plans are coming along nicely and encouraged members to invite their colleagues. An electronic flyer will be sent.
 - D. UTE Assessment: None**
- IV. Information Items:** D. Curtis informed members that the committee will need to meet the first Tuesday of May. There are several items to be addressed by the committee.
- V. Discussion Items:**
 - A. Technology Course:** D. Curtis reported she has talked with S. Parry about the need for a technology course for education majors. S. Parry informed her that the Technology Department has discussed the need for such a course as a general education offering. C. Elzy and S. Stroyan of the Digital Citizen Project would like to collaborate on researching a K-12 component looking at technology and the ethical use of digital information. J. Neuleib stated the freshman composition course contains an ethics portion, however, it does not address transfer courses. L. Steffen stated the Technology Department is attempting to design a course but Illinois State University would have to provide the instructors. G. Bailey suggested students should be offered a "test out" option. J. Thompson expressed concern that such a course should include technology for special needs students. Committee members agreed an ad hoc committee should be formed. D. Curtis asked for volunteers or recommendations for members. Among those named were C. Merrill, C. Toledo, A. Paolucci, S. Scott, C. Wenning and B. Wojcik. S. Parry has agreed to attend these meetings.

VI. Action Items:

A. Adopt Modified Bylaws Regarding Appeal Process from 2002: M. Munson-Dryer reported that the bylaws state the committee will review them every two years. It appears the last review was in 2003. Members agreed the University Liaison and Faculty Concerns Committee will conduct a full review of the bylaws.

VII. Announcements and Last Comments:

A. J. Thompson complimented A. Coffman and the Metcalf staff on their handling of a recent difficult situation.

B. D. Ward stated the education collections will be moved from the first floor to the sixth floor.

C. D. Curtis stated she will be presenting tomorrow morning at the Budget Presentation. She is continually inspired by the work of the committee and will convey this to members of the budget group.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. G. Bailey moved for adjournment. S. Parry seconded. D. Curtis adjourned the meeting at 4:00.

Respectfully submitted,
Amy Coffman
jab

**Illinois State University
Council for Teacher Education
Tuesday, April 3, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, W. Beckner, M. Munson-Dryer, M. Moore, B. Nourie, P. Richey, C. Brown, M. Temple, S. McCrone, J. Simon, P. Klass, A. Coffman, J. Thompson, L. Alferink, S. Naylor, R. Hughes

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, J. Oram-Sterling, G. Bailey, A. Hanna, C. Wenning, B. Allison, J. Nicholson, J. Palmer, J. Neuleib, D. Ward

Guests: L. Steffen, J. Brown, C. Herald, N. Bragg, N. Oberholtzer, K. Jerich, G. Weilbacher, L. Eckrich, C. Lackey

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of March 20, 2007:** D. Curtis asked for a motion to approve minutes from March 20, 2007. J. Simon moved for approval. S. Parry seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum: None**
 - B. Student Concerns: None**
 - C. University Liaison/Faculty Concerns:** M. Moore reported that the committee is ready for the colloquium on April 10 and encouraged members to invite their colleagues. An electronic flyer will be sent.
 - D. UTE Assessment:** L. Steffen shared a draft of the rubric that the UTE Assessment Committee plans to use when reviewing a program's field experience program to exempt their teacher education candidates from the 100 hour pre-student teaching clinical hour requirement. NCATE Standard #3, Field Experience and Clinical Practice, was considered in development of the rubric. The committee is also reviewing proposed changes for the Performance Based Assessments and discussing data collected from the Performance Based Assessment system. A handout was distributed.
- IV. Information Items:**
 - A. Title II Data Report:** L. Steffen presented a Title II Data summary of 2005-2006 program completer test results. There was 100% passage rate for the Basic Skills and Content Area tests and 99% passage rate for the Assessment of Professional Teaching test. Only 12 out of 1149 participants failed the APT test. A handout was distributed.
 - B. UTP Steering Committee Report:** G. Weilbacher and L. Eckrich presented a summary of the committee's work. The number of graduates in urban communities continues to be significant and many students are already provided with urban placements. G. Weilbacher stated the committee's major initiative is to recruit general education faculty who are willing to revise and develop their courses to stimulate interest in urban teaching. N. Bragg is in the process of meeting with department chairs to discuss classes for the fall. The committee would like to see a UTP coordinator established and scholarship opportunities provided for students interested in urban teacher education. L. Eckrich stated they would be receptive to

ideas on how to draw more secondary education programs into urban teacher preparation. The committee would welcome feedback, assistance and a possible liaison from the CTE committee. A handout was distributed.

C. ITPS Revisions: M. Munson-Dryer reminded members ITPS revisions were adopted by the CTE committee at the September 19, 2006 meeting. L. Steffen will be working with programs to implement the revisions for Fall 2007. L. Steffen reminded members there are classes provided to help faculty with ITPS#10, Database Management.

D. Ad hoc Technology Course Update: D. Curtis reported S. Scott is working on developing a general education course in technology.

E. April 17 CTE Meeting/Student Appeal Procedures: D. Curtis reviewed the student appeal hearing format. Discussion focused on revising a portion of the procedure. M. Temple moved to revise the role of the general counsel at the hearing. C. Brown seconded the motion. Motion passed with no abstentions. D. Curtis reminded members the upcoming hearing is very important and encouraged members to attend.

F. NCATE-BOE: M. Munson-Dryer reported NCATE has requested Illinois State University to nominate a member to the Board of Examiners. M. Temple, a current member, highly recommended the experience and stated that the training is excellent. B. Nourie concurred. D. Curtis added it would be beneficial to ISU to have another Board of Examiner member. M. Munson-Dryer added NCATE is also looking for program reviewers. Interested parties should contact M. Munson-Dryer.

V. Discussion Items: None

VI. Action Items: None

VII. Announcements and Last Comments:

A. C. Brown thanked the committee for sending her to the NCATE conference. She found it very interesting.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. P. Klass moved for adjournment. P. Richey seconded. D. Curtis adjourned the meeting at 4:20.

Respectfully submitted,
Amy Coffman
jab

**Illinois State University
Council for Teacher Education
Tuesday, May 1, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, S. Parry, W. Beckner, M. Munson-Dryer, M. Moore, D. Ward, B. Nourie, P. Richey, M. Temple, P. Klass, J. Oram-Sterling, G. Bailey, J. Palmer, J. Neuleib, A. Coffman, L. Alferink, S. Naylor, R. Hughes, C. Wenning

Members Absent: T. Crumpler, T. Longfellow, N. Ridenour, S. McCrone, J. Simon, J. Thompson, A. Hanna, B. Allison, J. Nicholson, C. Brown,

Guests: L. Steffen, J. Brown, D. Devine, W. Bracy, J. Khalilallah, K. Coats, C. Lawson, B. Hatt-Echeverria, L. Eckrich, S. Otto, M. Lartz

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of April 3, 2007:** D. Curtis asked for a motion to approve minutes from April 3, 2007. L. Alferink moved for approval. T. Klass seconded the motion. Minutes were approved with one abstention.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple reported the subcommittee approved a music curriculum proposal, Music 308, Orff Level I, which is a new elective course. The subcommittee also approved a change in requirements for major in Physics. A graduate Social Work curriculum proposal was brought before the CTE committee for approval. It is a change in sequence. M. Temple moved to approve the Social Work proposal. C. Wenning seconded. Motion was passed with no abstentions. A handout was distributed.
 - B. Student Concerns: None**
 - C. University Liaison/Faculty Concerns:** M. Moore thanked the CTE members for their support of the Spring Colloquium.
 - D. UTE Assessment:** L. Steffen reported the subcommittee will initiate a pilot study on the Initial Reflective Essay PBA requirement. They will present a proposal to the CTE Committee in the fall.
- IV. Information Items:**
 - A. University Writing Exam:** D. Curtis reported the Academic Senate moved to discontinue the University Writing Exam requirement effective Summer 2007. Students currently registered for the exam will be notified that it is no longer required. L. Alferink moved to suspend parliamentary rules. T. Klass seconded. Motion passed. J. Neuleib reported that the University Writing Board hopes to replace the writing exam with a CD portfolio of each student's writing. T. Klass moved to remove the University Writing Exam as a requirement for admission to student teaching beginning with the Summer 2007 session. P. Richey seconded. Motion passed with no abstentions.

V. Discussion Items:

A. COE Diversity Committee Report on Purposeful Placements in Diverse Settings: B. Hatt-Echeverria gave an overview of the committee's work on diversity. A handout was distributed defining diversity and equity in placements, long term expectations and recommendations for immediate implementation. C. Wenning commented that the problem of diversity does not appear to be defined in their report; only solutions are indicated. M. Temple recommended the diversity assessment be imbedded in a required course. R. Hughes suggested it should be a general education course. He feels it is too late if it is implemented when students are seniors. They have already made their decision on the type of teacher they want to be. B. Hatt-Echeverria stated that students in a school in Indiana are first required to take a multi-cultural education course which helps to set the framework of students. M. Munson-Dryer stated that the elementary education program may be better at infusing diversity than the secondary education program. T. Klass suggested a modular delivery may be better suited. This would ensure that students experience diversity at different levels of their school career. D. Curtis stated it is Illinois State University's obligation to expand students' experiences. There must be preparation, experience and reflection in the diversity assessment. L. Alferink suggested that the International Studies office could be used as a resource for diversity. D. Curtis stated the committee's recommendations are a good starting point. She asked the committee to contact L. Steffen to obtain and then analyze data we currently have on diverse field experiences. C. Wenning reported there will be an ITQ workshop in Chicago June 18-22. D. Curtis thanked the committee for their work.

B. FBI Criminal Background Check: D. Curtis reported that due to the recently enacted Adam Walsh Child Protection and Safety Act, ISU now has the opportunity to require FBI fingerprint criminal background checks. Currently, many schools are asking for this requirement. A discussion followed. L. Alferink moved to suspend parliamentary rules. S. Parry seconded. Motion passed. G. Bailey moved that FBI and state police fingerprint background checks be required for admission to student teaching effective Fall 2008. S. Parry seconded the motion. Motion passed with no abstentions. The FBI background check will be available to students Fall 2007.

VI. Action Items: None

VII. Announcements and Last Comments:

- A. S. Parry thanked everyone for a wonderful semester.
- B. P. Richey thanked the committee for selecting him as a student representative. He enjoyed the experience.
- C. J. Neuleib announced that this was her last CTE meeting and introduced her replacement, K. Coates.
- D. D. Ward stated that the library is reorganizing this summer and education materials will be located on the sixth floor.
- E. B. Nourie announced that this was her last CTE meeting.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. B. Nourie moved for adjournment. P. Richey seconded. D. Curtis adjourned the meeting at 4:20.

Respectfully submitted,
Amy Coffman
jab

