

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

Minutes

Members Present: D. Curtis, M. Moore, S. Parry, C. Wenning, S. Naylor, P. Klass, M. Munson-Dryer, M. Temple, G. Bailey, S. Zielinski, D. Ward, S. Campbell, J. Palmer, J. Bakken, K. Coats, A. Coffman, D. Garrahy, L. Huempfner, P. Metcalf-Turner, M. Hagiwara, J. Oram-Sterling

Members Absent: T. Longfellow, E. Spycher, W. Beckner, B. Conant

Guests: J. Brown, L. Steffen

- 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 reviewed the by-laws highlighting the mission of the Council for Teacher Education, the committee structure, the Teacher Education Review Board and the student appeal procedure. D. Curtis explained it is the responsibility of the University Liaison and Faculty Concerns Committee to review the by-laws every two years. The by-laws should be reviewed this year. There was also a brief discussion on the use of disposition concerns. Both students and faculty should be made aware of this resource. It was suggested that information should be sent to department coordinators and advisors to assist them in resolving disposition concerns. M. Munson-Dryer reminded members of the importance of sharing information received at CTE meetings with their department.
- II. Approval of Minutes of May 1, 2007:** D. Curtis asked for a motion to approve minutes from May 1, 2007. M. Temple moved for approval. S. Parry seconded the motion. Minutes were approved with three members abstaining.
- III. Council Elections:** P. Klass moved to nominate S. Parry as Vice-chair. L. Huempfner seconded the motion. C. Wenning moved to close nominations with M. Munson-Dryer seconding the motion. Motion to close nominations was approved with no abstentions. S. Parry was elected unanimously to serve as vice-chair. M. Temple moved to nominate S. Zielinski as secretary. S. Parry seconded the motion. M. Munson-Dryer moved to close nominations and P. Klass seconded the motion. Motions were approved with no abstentions. S. Zielinski was elected unanimously to serve as secretary.
- IV. Subcommittee Reports:**

 - A. Curriculum:** M. Temple briefly explained the duties of the committee.
 - B. Student Concerns:** S. Naylor explained the duties of the committee. This committee is also responsible for the Academic Competition held each year.
 - C. University Liaison/Faculty Concerns:** M. Moore briefly explained the duties of the committee. This committee is also responsible for the CTE Colloquium. M. Moore stated the committee will be reviewing the by-laws this year.

D. UTE Assessment: D. Curtis explained this committee is an ad hoc committee with representatives from all colleges. The committee focuses on data received through the Performance Based Assessment system.

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

IV. Information Items:

A. Revisions of Instructional Technology Passport System: L. Steffen briefly summarized the revisions that are being implemented Fall 2007. A handout was distributed. L. Steffen informed members that the ITPS website has been updated. Also, M. Christofero is putting new rubrics on LiveText and sharing them with faculty. A short discussion followed focusing on ITPS I: Database. K. Coats expressed concern that this requirement has been placed in the content area courses.

V. Discussion Items:

A. Expiration of Coursework Acceptance: D. Curtis brought forth the issue of the possible expiration of students' past coursework when they return to ISU. L. Steffen stated this issue appears regularly. A discussion followed. D. Curtis asked the Student Concerns Committee to address this matter.

VI. Action Items: None

VII. Announcements and Last Comments:

- A.** D. Curtis announced the State of Illinois now requires teacher education undergraduates to pass a Safety Education Course. The requirement passed July 1 and is effective immediately. The training taken by teacher candidates will be appropriate to the grade level they will be teaching. M. Temple is a member of the committee that is addressing the requirement. It is hoped meeting the requirement can be accomplished through online training.
- D. Curtis also reported there is an Urban Teacher Preparation position available. D. Curtis stated Phil Parette will appear at the September 18th CTE meeting to discuss the funding of the SEAT Center and the possible removal of ITPS H.
- B.** M. Munson-Dryer announced the next NCATE meeting is November 7. NCATE coordinators are asked to submit their data two weeks before that date. If anyone requires assistance, please contact her.
- C.** P. Metcalf-Turner announced The Center for Reading and Literacy will hold a silent auction at 6:30 p.m. in Old Main on September 15.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. S. Parry moved for adjournment. G. Bailey seconded the motion. D. Curtis adjourned the meeting at 4:30.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, September 18, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: D. Curtis, M. Moore, S. Parry, S. Naylor, P. Klass, M. Munson-Dryer, M. Temple, G. Bailey, S. Zielinski, D. Ward, J. Palmer, J. Bakken, K. Coats, A. Coffman, D. Garrahy, L. Huempfnr, P. Metcalf-Turner, M. Hagiwara, J. Oram-Sterling, W. Beckner, B. Conant, S. Rosenbaum

Members Absent: T. Longfellow, E. Spycher, C. Wenning, S. Campbell, Nate Coon

Guests: J. Brown, L. Steffen, C. Merrill, G. Peterson-Karlan, P. Parette, B. Meyer

- I. Call to Order:** D. Curtis called the meeting to order at 3:05.
- II. Approval of Minutes of September 4, 2007:** D. Curtis asked for a motion to approve minutes from September 4, 2007. G. Bailey moved for approval. S. Parry seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple reported the committee approved a change in requirements for a minor in Physics, a change in requirements for a minor in English and Music 408 Orff Level II which is a new course. He presented three proposals for approval by the Council for Teacher Education Committee. The first proposal was from the Technology Department which contained five proposals: A new course, TEC 304 Medical, Agricultural and Bio-related Technologies; revision of TEC 302 Curriculum Development; revision of TEC 305 Teaching Transportation, Energy and Power Technologies; revision of TEC 307 Competencies for Teaching; and, changes in requirements for the major and minor and other program revisions. A discussion followed with C. Merrill answering questions. M. Temple moved to approve the technology proposals. S. Parry seconded the motion. Motion passed with no abstentions. The second proposal was a Post-baccalaureate Graduate Certificate program in School Librarianship. A discussion followed with D. Ward answering questions. M. Temple moved to approve the proposal. G. Bailey seconded the motion. Motion passed with no abstentions. The third proposal was deletion of the Languages, Literatures and Cultures Latin teacher education minor. L. Huempfnr briefly discussed the proposal. M. Temple moved to approve the proposal. L. Huempfnr seconded the motion. Motion passed with one abstention.
 - B. Student Concerns:** S. Naylor and L. Huempfnr discussed the committee's work on the shelf life of courses. J. Ray has been contacted to provide guidelines. L. Huempfnr stated the committee wants to collect additional information from other institutions and would prefer to provide information rather than recommend an action to CTE. S. Naylor reported ten years appears to be the most common length of time past coursework is accepted. P. Klass stated the Educational Administration and Foundations Department accepts past coursework as old as six years for a masters degree and eight years for a doctoral degree. S. Parry commented it appears to be primarily a concern of second bachelor students.

D. Curtis suggested the committee form a focus group with students concerning the issue. There is no deadline as currently decisions are being made on a case by case basis.

C. University Liaison/Faculty Concerns: M. Moore reported the committee is working on the Fall Colloquium . This year's theme is based on the American Democracy Project. Speakers have been contacted. D. Curtis requested the members review the CTE bylaws this fall.

D. UTE Assessment: No report

IV. Information Items: None

V. Discussion Items:

A. ITPS H: Assistive Technology: D. Curtis explained the expense that the College of Education has undertaken in funding this ITPS requirement. Although it has been described as a "cutting edge" resource, aide in funding has been denied by the University and it is left to the College of Education to fund the entire project. D. Curtis suggested removing ITPS H from the ITPS requirements. A lengthy discussion followed with G. Peterson-Karlan and P. Parette answering questions. Both S. Zielinski and L. Huempfer expressed concern about eliminating the requirement. The possibility of finding small grants was suggested; however, P. Klass reminded members how time consuming small grants can be and suggested it should be funded with permanent funds. S. Parry moved to form an ad hoc committee to examine the funding issue of ITPS H. S. Zielinski seconded the motion. Motion passed with no abstentions. Representatives from each of the colleges volunteered to ask a colleague to serve on the ad hoc committee. A. Coffman will ask a classroom teacher to serve. M. Hagiwara and R. Williams volunteered to serve also.

VI. Action Items: None

VII. Announcements and Last Comments:

A. M. Munson-Dryer introduced two new student representatives, S. Rosenbaum, an elementary education major, and R. Williams, an early childhood education major.

VIII Adjournment: D. Curtis asked for a motion to adjourn the meeting. S. Rosenbaum moved for adjournment. R. Williams 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 2, 2007 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: M. Moore, S. Parry, S. Naylor, P. Klass, M. Munson-Dryer, M. Temple, G. Bailey, D. Ward, J. Palmer, J. Bakken, K. Coats, A. Coffman, D. Garrahy, L. Huempfer, P. Metcalf-Turner, M. Hagiwara, J. Oram-Sterling, W. Beckner, B. Conant, S. Rosenbaum, C. Wenning, R. Williams, K. Mountjoy, B. Rich

Members Absent: E. Spycher, S. Campbell, Nate Coon, D. Curtis, S. Zielinski

Guests: J. Brown, L. Steffen, J. Rosenthal, B. Meyer

- I. Call to Order:** S. Parry called the meeting to order at 3:05.
- II. Approval of Minutes of September 18, 2007:** S. Parry asked for a motion to approve minutes from September 18, 2007. M. Temple moved for approval. M. Munson-Dryer seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple reported the committee approved three curriculum proposals. They were FOR 319, Principles in Foreign Language Learning; FOR 320, Foreign Language Teaching in Secondary School; and a change in requirements for English Teacher Education Sequence.
 - B. Student Concerns:** S. Naylor reported the committee is creating a survey to be sent to advisors of each department concerning the shelf life of courses. S. Naylor and L. Huempfer discussed the possibility of changing the format of the Academic Competition. Entries have fallen over the past few years and the committee would like to generate more interest in the competition. S. Naylor asked the CTE members to contact her with their ideas.
 - C. University Liaison/Faculty Concerns:** M. Moore reported the committee's plans for the Fall Colloquium are going very well.
 - D. UTE Assessment:** No report
- IV. Information Items: None**
- V. Discussion Items:**
 - A. Using Transfer GPA's for Admission to Professional Studies:** J. Rosenthal reviewed the current GPA policy for admission to professional studies for transfer students. Enrollment Management and Academic Services is recommending ISU use transfer GPA's whenever possible for admission to majors and courses when a native GPA is not available or applicable. Their recommendation is based on an EMAS study that indicates that the transfer GPA is just as good of a predictor of success in the major as a native GPA. Using the transfer cumulative GPA and an in progress "pass" for the major GPA would facilitate registration for transfer students. A handout was distributed. The CTE

committee agreed to place this item as an Action Item for the next scheduled CTE meeting. J. Rosenthal also reminded members that a teacher education minor generally does not lead to an endorsement. He has sent a letter to each department asking them to place a disclaimer in the catalogue stating the minor will not necessarily lead to an endorsement. He reported the Undergraduate Curriculum Committee would accept the CTE directing the UCC to place such a disclaimer in the catalogue. S. Parry requested L. Steffen and J. Rosenthal submit a disclaimer at the next CTE meeting.

B. Instructional Technology Passport System (ITPS): S. Parry reported the CTE Executive Committee has been discussing the ITPS requirements and how well they serve Illinois State University students. Additional requirements seem to be added regularly and perhaps it is time to set up a more meaningful and efficient assessment system for ISU's standards. Discussion followed. J. Bakken stated he is concerned with the growth of the ITPS system and agreed that it should be revisited. L. Huempfer stated it is a burden for her department's methods course faculty. They do not have sufficient technology support and she would like to see a technology center created for students. S. Naylor commented that if the ITPS system is removed, another would have to replace it. S. Rosenbaum stated the system appears as a check list to many students rather than a meaningful learning tool. R. Williams suggested it should be reevaluated from a student's viewpoint. B. Meyer suggested the state standards should be revisited and then ascertain how other universities are meeting the standards. L. Steffen reported the Information Technology Department is submitting for approval a general education course that will address many of the ITPS requirements. P. Metcalf-Turner reminded members that many of the PDS sites do not have the required technology available. This places a burden on PDS students to meet the ITPS requirements.

VI. Action Items: None

VII. Announcements and Last Comments: None

VIII Adjournment: S. Parry asked for a motion to adjourn the meeting. C. Wenning moved for adjournment. T. Klass seconded the motion. S. Parry adjourned the meeting at 4:25.

Respectfully submitted,
S. Zielinski
jab

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

Minutes

Members Present: S. Parry, S. Naylor, P. Klass, M. Munson-Dryer, M. Temple, G. Bailey, D. Ward, J. Palmer, J. Bakken, A. Coffman, L. Huempfer, B. Rich, P. Metcalf-Turner, M. Hagiwara, W. Beckner, R. Williams, K. Mountjoy, B. Conant, S. Rosenbaum, S. Zielinski

Members Absent: E. Spycher, S. Campbell, Nate Coon, D. Curtis, M. Moore, K. Coats, D. Garrahy, J. Oram-Sterling, C. Wenning

Guests: J. Brown, L. Steffen, G. Padavil, B. Meyer

- I. Call to Order:** S. Parry called the meeting to order at 3:05.
- II. Approval of Minutes of October 2, 2007:** S. Parry asked for a motion to approve minutes from October 2, 2007. M. Temple moved for approval. S. Zielinski seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** No report
 - B. Student Concerns:** S. Naylor reported a survey on the shelf life of courses will be sent to advisors and program coordinators of each department. It is a short online survey. S. Naylor also reported the committee is making progress on the Academic Competition scholarship and will report on it at the next CTE meeting.
 - C. University Liaison/Faculty Concerns:** J. Bakken reported the committee is gearing up for the Fall Colloquium on October 31. Posters for the event were distributed. If additional posters are needed, members should contact L. Perkins.
 - D. UTE Assessment:** No report
- IV. Information Items:**
 - A. Training All Teachers to Help English Language Learners Succeed in Schools Grant:** G. Padavil reported that he has received a two year grant to train teacher educators how to teach English language learners. The grant contains three components. The first component will be training instructors. The second will be implementing ideas into courses. And, the third component will be creating a clearinghouse of materials to be used by educators in the state of Illinois. G. Padavil asked interested volunteers to contact him. Discussion followed.
 - B. NCATE Conference Report:** M. Munson-Dryer discussed the NCATE Conference she attended and reviewed the six NCATE Standards. *Standard 2: Assessment System and Unit Evaluation* is the standard that is most often not met.

Standard 4: Diversity is the second standard most often not met and is also the most difficult standard for ISU. Discussion followed focusing on the diversity standard. A handout was distributed.

V. Discussion Items:

A. Catalog Copy Concerning Teacher Education Minors: L. Steffen distributed a handout containing the proposed catalog copy concerning teacher education minors and endorsements. Discussion followed. S. Parry asked members to share the catalog copy information with their colleagues. Members agreed to move it to an action item for the next CTE meeting.

VI. Action Items:

A. Using Transfer GPA's for Admission to Professional Studies: S. Parry asked for a motion to approve using transfer GPA's for admission to professional studies to be effective Spring 2008. T. Klass moved for approval. P. Metcalf-Turner seconded the motion. S. Parry reviewed the proposal. After a short discussion, the motion was approved pending the approval of the effective date with J. Rosenthal. There were no abstentions.

VII. Announcements and Last Comments:

A. P. Metcalf-Turner announced the COE Book Group will be discussing Jonathon Kozol's book *The Shame of the Nation* tomorrow at 4:00p.m.

VIII Adjournment: S. Parry asked for a motion to adjourn the meeting. M. Temple moved for adjournment. M. Munson-Dryer seconded the motion. S. Parry adjourned the meeting at 4:15.

Respectfully submitted,
S. Zielinski
jab

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

Minutes

Members Present: S. Parry, P. Klass, M. Munson-Dryer, M. Temple, C. Wenning, G. Bailey, D. Ward, J. Palmer, J. Bakken, L. Huempfner, B. Rich, K. Coats, D. Garrahy, P. Metcalf-Turner, M. Hagiwara, W. Beckner, R. Williams, K. Mountjoy, B. Conant, S. Rosenbaum, S. Zielinski

Members Absent: E. Spycher, S. Campbell, Nate Coon, D. Curtis, M. Moore, J. Oram-Sterling, A. Coffman, S. Naylor

Guests: J. Brown, L. Steffen, B. Meyer, K. Taylor, M. Leung, P. Clardy, S. Otto, C. Blum, B. Hatt-Echeverria, S. Stout, M. Lartz, D. Gardner, D. Devine, M. Coleman, M. Noraian, R. Hughes, E. Palmer, P. Ressler, R. Gray, L. Lienhart, W. Hunter, M. Vegter, L. Eckrich

- I. Call to Order:** S. Parry called the meeting to order at 3:05.
- II. Approval of Minutes of October 16, 2007:** S. Parry asked for a motion to approve minutes from October 16, 2007. M. Temple moved for approval. T. Klass seconded the motion. Minutes were approved with one abstention.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple reported the committee had approved seven proposals. They are Curriculum and Instruction: revision of C & I 204; Languages, Literatures and Cultures: removal of recommended elective for Spanish major for teacher education, change for requirements for German Minor for Teacher Education, change for requirements for German Major for Teacher Education, revision of GER 322, revision of GER 317; and change in requirements for major in Marketing/Business Teacher Education.
 - B. Student Concerns:** L. Huempfner reported the survey on the shelf life of courses was sent to advisors and program coordinators of each department. S. Naylor will report on the collected data at the next CTE meeting. M. Munson-Dryer contacted each department to recruit nominees for the Academic Competition Scholarship. She has sent letters to the nominees instructing them how to apply for the scholarship.
 - C. University Liaison/Faculty Concerns:** No report.
 - D. UTE Assessment:** L. Steffen reported the committee will be forwarding a proposal to accept revisions to the current Literacy Assessment for implementation in the Spring 2008 semester. The assessment will remain in the same courses.
- IV. Information Items:**
 - A. American Education Week:** K. Taylor briefly described the events taking place during National Education Week, November 12-16. A handout was distributed.

B. Safe School Alliance: P. Ressler informed the committee that the alliance will be holding a meeting in the spring. The alliance's objective is to educate others about the needs of youth and families who face harassment and discrimination related to issues of sexual orientation and gender identity. The meeting will focus on bullying in schools and act as an information gathering session. The alliance is composed of parents, students, faculty, and community members. If anyone is interested, contact P. Ressler.

V. Discussion Items:

A. Update from the COE Diversity Committee on Purposeful Placements in Diverse Settings: C. Blum and B. Hatt-Echeverria gave a power point presentation entitled "Where the Rubber Meets the Road in the Democratic Ideal: Diverse Learning Experiences for All Students at ISU." Of the ten largest teacher education programs in the U.S., ISU is the only program that does not require a diversity course. ISU is also one of three that doesn't require diverse field experiences. The committee proposed a three phase program. Phase I would contain a preparatory course, possibly EAF 228. The course would be completed prior to the field experience. Phase II would be the field experience which would consist of fifteen full school days at the same site. The field experience placement should meet two or more of the following criteria: high poverty (40% free/reduced lunch); ELL; students of color 20%; and IEP, curricular accommodation and/or modification with students in placement settings. If students do not meet the requisite fifteen day field experience, then they must have those experiences in their student teaching placement. Phase III would be a capstone course in which each department would determine how to process and debrief students following their field experience. Discussion followed. Many concerns were voiced with regards to the individual program departments being responsible for the diverse field experience placement and the resources needed to accomplish it. Another concern was the impact on students of completing fifteen full days. M. Munson-Dryer reminded members of the possibility of a pilot program starting in Fall 2008. Members agreed to continue the discussion at the next CTE meeting. C. Blum will make the power point presentation available to CTE members.

VI. Action Items:

A. Catalog Copy Concerning Teacher Education Minors: This was moved to the next CTE meeting.

VII. Announcements and Last Comments: None

VIII. Adjournment: S. Parry asked for a motion to adjourn the meeting. M. Temple moved for adjournment. M. Munson-Dryer seconded the motion. S. Parry adjourned the meeting at 4:35.

Respectfully submitted,
S. Zielinski
jab

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

Minutes

Members Present: P. Klass, M. Munson-Dryer, D. Curtis, S. Zielinski, B. Conant, G. Bailey, D. Ward, J. Palmer, J. Bakken, L. Huempfer, B. Rich, K. Coats, D. Garrahy, P. Metcalf-Turner, M. Hagiwara, W. Beckner, R. Williams, K. Mountjoy, M. Moore, S. Rosenbaum, A. Coffman, S. Naylor

Members Absent: E. Spycher, S. Campbell, Nate Coon, M. Temple, C. Wenning, J. Oram-Sterling, S. Parry

Guests: S. Otto, C. Blum, A. Markert, L. Wedwick, A. Adkins, B. Meyer, C. Herald, D. Devine, M. Coleman, M. Noraian, M. Christofero, R. Hughes, P. Ressler, R. Gray, L. Lienhart, M. Vegter, L. Eckrich

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of November 6, 2007:** D. Curtis asked for a motion to approve minutes from November 6, 2007. M. Munson-Dryer moved for approval. D. Garrahy seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** None
 - B. Student Concerns:** S. Naylor stated they will report on the survey data on the shelf life of courses at the next Executive Committee meeting. The committee has received 17 applications for the Academic Competition Scholarship.
 - C. University Liaison/Faculty Concerns:** M. Moore reported they were pleased with the speakers at the Fall Colloquium, but disappointed with the low attendance. They will begin reviewing the CTE bylaws at the next subcommittee meeting.
 - D. UTE Assessment:** None
- IV. Information Items:** None
- V. Discussion Items:**
 - A. Purposeful Placements in Diverse Settings:** D. Curtis opened the discussion by thanking everyone for their participation and willingness to tackle the hard issues that makes Illinois State University stand out. She will be thanking the COE Diversity Committee members publicly by forwarding letters to their departments. D. Curtis will be asking for an ad hoc committee to continue working on the diversity issue. They will be given a time line and charged with developing a pilot program. D. Curtis distributed a proposal for meeting the diversity standard. The proposal consists of three phases. The first phase features the Initial Reflective Essay and the beginning of the Teacher Candidate Diversity Profile. The profile,

to be completed by the candidate, would interface with the university mainframe and be accessible through the iCampus portal. This phase would be the first item a teacher candidate encounters. The second phase would be provided through the foundation courses. Students would perform a self-assessment and chart their course for the future. The third phase would consist of a Final Reflective Essay. Students would reflect on their portfolio experiences, address the standards described in "Realizing the Democratic Ideal," and compare their Initial Reflective Essay to their self assessment. Discussion followed. M. Noraian, M. Coleman and P. Ressler, members of the Committee of Secondary Education Pedagogy Programs, distributed a handout covering suggestions and working points for the NCATE Diversity Standard. D. Curtis thanked the Committee of Secondary Education Pedagogy Programs representatives for giving their report. D. Curtis asked for suggestions for recruitments for the ad hoc committee. It was suggested the ad hoc committee consult with all stakeholders including our partner schools. D. Curtis asked members to contact her with suggestions for a committee chair. She hopes to have a chair in place in one week so that person may begin recruiting committee members. C. Blum, chairman of the COE Diversity Committee, read a statement from the Diversity Committee in response to the last CTE meeting. C. Blum stated the committee is happy to meet with anyone to further discuss their report. D. Curtis thanked the diversity committee for providing a starting point.

VI. Action Items:

A. Catalog Copy Concerning Teacher Education Minors: J. Palmer reviewed the disclaimer to be submitted for the catalog. J. Palmer moved to approve the following disclaimer:

The _____ Minor for Teacher Education does not lead directly to teacher certification. Students seeking an additional teaching endorsement in this academic area should contact their advisor or the Illinois State Board of Education website (www.isbe.net) for specific certification requirements.

T. Klass seconded the motion. Discussion ensued. Motion was approved. D. Curtis asked members to inform their departments that the disclaimer will be in the catalog.

B. Literacy Assessment Changes: L. Wedwick briefly described the changes. The major change is a more detailed and specific rubric which will begin in Spring 2008. The assessment will remain in the current courses. B. Rich moved to approve the changes. G. Bailey seconded the motion. Discussion followed. Motion passed with no abstentions.

VII. Announcements and Last Comments:

- A.** D. Curtis announced A. Coffman has obtained her doctorate degree.
- B.** M. Munson-Dryer announced that M. Noraian has also obtained her doctorate degree.
- C.** D. Ward reported he had attended an ISBE meeting concerning librarians in schools. Every high school will be required to have a certified librarian.
- D.** S. Naylor asked the members of the Student Concerns Committee to remain for a short meeting.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. G. Bailey 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 15, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: P. Klass, M. Munson-Dryer, D. Curtis, B. Conant, M. Noraian, G. Bailey, D. Ward, J. Bakken, B. Rich, K. Coats, D. Garrahy, S Parry, S. Naylor, P. Metcalf-Turner, K. Mountjoy, M. Moore, S. Rosenbaum, A. Coffman

Members Absent: E. Spycher, S. Campbell, Nate Coon, M. Temple, S. Zielinski, J. Oram-Sterling, J. Palmer, W. Beckner, L. Huempfner, M. Hagiwara

Guests: J. Brown, L. Steffen, D. Steffen, B. Meyer

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of December 4, 2007:** D. Curtis asked for a motion to approve minutes from December 4, 2007. P. Klass moved for approval. S. Naylor seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** None
 - B. Student Concerns:** S. Naylor announced the winners of the Academic Competition Scholarship. They are Sandrine Clairardin, Ashley Read and Nathan McCoy. In general, the committee was much happier with the process and results this year. A model of the new format is being drawn up to be used for future competitions. S. Naylor also reported that the shelf life report is ready for the Executive Committee.
 - C. University Liaison/Faculty Concerns:** M. Moore reported they have begun reviewing the bylaws and will present a draft document at the next CTE meeting. M. Moore also stated there will be a Spring Colloquium. The committee hopes to improve on attendance and would welcome suggestions for a theme or topic. M. Munson-Dryer suggested revisiting the conceptual framework by broadening the topic of democracy. She suggested inviting political or government representatives. D. Curtis suggested the topics of diversity or induction and mentoring. M. Moore asked members to email her with additional suggestions.
 - D. UTE Assessment:** None
- IV. Information Items:**
 - A. Ad hoc Committee on Diverse Experiences:** D. Curtis announced the members of this committee. They are D. Garrahy, co-chair, J. Bakken, co-chair, N. Latham (C&I), S. Zielinski (THE), D. Ward (MIL), A. Adkins (EAF), T. Klass (EAF), S. Rosenbaum (ELED major), K. Clesson (U-High), L. Huempfner (LLC), A. Lyde (CECP), M. Munson-Dryer (CECP) and R. Hughes (HIS). The committee will have their first meeting January 29.

V. Discussion Items:

A. Ad hoc Committees: D. Curtis reminded members there are several existing ad hoc committees and asked each to complete their charge and report to the CTE committee. D. Curtis also asked CTE members to submit to her by the end of January the names of their representatives for the ITPS H ad hoc committee. B. Meyer, chair of the Secondary/K-12 Field Experiences/Clinical Practice ad hoc committee, reported there will be a Secondary Conclave February 29. It will be a goal setting meeting to improve field experiences in Curriculum and Instruction. L. Steffen reported M. Lorber submitted a document to the Alternative Route for Certification ad hoc committee recommending dissolution of the program. He informed them it is very difficult for students to obtain a year long internship. Discussion followed focusing on ITPS H Assistive Technology.

B. Criminal Background Checks: L. Steffen reported that many schools are beginning to require that universities check the Illinois Sex Offender Registry and the Violent Offenders Against Youth Registry along with requiring a standard criminal background check. This would mean that these schools would be asking for an expanded criminal history check that would consist of fingerprint-based checks through the Illinois State Police and the F.B.I., check of the Illinois Sex Offender Registry, and check of the Violent Offenders Against youth Registry. L. Steffen suggested that the CTE may want to consider adding this as a requirement for student teachers. D. Curtis asked L. Steffen to submit recommended language to be used in the requirement.

VI. Action Items: None

VII. Announcements and Last Comments:

- A.** D. Curtis announced A. Coffman has accepted the position of Principal at Thomas Metcalf School.
- B.** M. Noraian stated she is the new College of Arts and Sciences representative. She replaces C. Wenning.
- C.** M. Munson-Dryer announced that there is funding for an additional person to attend the NCATE conference.
- D.** D. Ward reported the post-baccalaureate graduate certificate program in School Librarianship has been approved. He also announced a new service at Milner Library. It is *RefWorks* and is a pilot program that runs through June 30. It is a tremendous resource for students. Information may be found on the Milner website www.library.ilstu.edu/page/1266. He noted that Milner has received a grant called “Information Power to the People: Investigating the Feasibility of an Illinois Center for Information Literacy.” The goal is for this to become a statewide resource for librarians and school library media specialists. He also mentioned a media expert is presenting to a group of school media specialists at U-High on Wednesday.
- E.** D. Curtis reported the TERB has a student appeal hearing on January 29 at 2:00 p.m.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. J. Bakken moved for adjournment. B. Conant seconded the motion. D. Curtis adjourned the meeting at 4:00.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, February 5, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: G. Bailey, J. Bakken, K. Coats, B. Conant, D. Curtis, D. Garrahy, M. Hagiwara, P. Klass, P. Metcalf-Turner, M. Moore, K. Mountjoy, M. Munson-Dryer, S. Naylor, M. Noraian, J. Oram-Sterling, J. Palmer, S. Parry, B. Rich, S. Rosenbaum, M. Temple, S. Zielinski

Members Absent: W. Beckner, S. Campbell, A. Coffman, N. Coon, L. Huempfner, E. Spycher, D. Ward

Guests: J. Brown, B. Meyer

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of January 15, 2008:** D. Curtis asked for a motion to approve minutes from January 15, 2008. S. Parry moved for approval. J. Bakken seconded the motion. Minutes were approved with two abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** None
 - B. Student Concerns:** S. Naylor gave a synopsis of the shelf life report that members had received electronically. A survey was sent to twenty-seven ISU teacher education coordinators or advisors. All twenty-seven responded. A majority of the respondents, 80.8%, indicated that they felt there should be a time limit on accepting older coursework. Over half of that group, 57.7%, believed that each situation should be reviewed on a case-by-case basis. D. Curtis stated she had contacted other public institutions regarding their policies but there was no consensus among that group. Discussion followed concerning the CTE issuing to the teacher education programs a rationale for the existence of term limits on coursework. It was agreed that D. Curtis will compose a rationale and send it to CTE members to share with their schools and departments.
 - C. University Liaison/Faculty Concerns:** M. Moore reported they are reviewing the bylaws and will present a draft document at the next CTE meeting. M. Moore also stated work has begun on the Spring Colloquium. A. Coffman is contacting the SEAT Center as a possible location and focus of the colloquium. It will be held in April pending the availability of the SEAT Center and B. Wojcik.
 - D. UTE Assessment:** None
- IV. Information Items:**
 - A. AACTE:** M. Moore announced the AACTE awarded to Illinois State University the *Best Practice Award in Support of Global Diversity and Inclusion*. D. Curtis stated the award was due to ISU's work in the Little Village Community and the Chicago Pipeline program. A handout was distributed.

V. Discussion Items:

A. Alternative Certification Ad Hoc Committee Report: M. Temple stated this program began as an unfunded ISBE mandate in 2000 to help school districts in meeting their need for teachers in high need content areas. The committee gathered information from education programs across campus and found a consensus supporting M. Lorber's concerns with the program. The original goal of 6-8 high needs applicants has not been realized. The required internship is extremely difficult to acquire. Some schools and departments do not wish to participate in the program. M. Temple presented two recommendations. First, explore the development of a Masters of Arts in Teaching. Second, if the alternative certification program is revived, admit applicants only in Math, Sciences and other high need areas and those applicants already teaching in a classroom on a provisional certificate; set minimums for enrollment; and establish contractual arrangements with districts to provide internship opportunities. D. Curtis stated there have been issues with the program due, in part, to ISU's unwillingness to lower standards. D. Curtis suggested the CTE make a decision on the matter and not leave the program in limbo. Additional discussion followed concerning the Masters of Arts in Teaching degree. Members agreed that the College of Education should sponsor a luncheon for teacher education departments to obtain a consensus of their interest in an MAT program.

B. LiveText: M. Munson-Dryer announced LiveText is redesigning their System. This will require retraining. The unit will participate in a pilot study of TaskStream this spring. A vendor decision will follow the pilot and be made by the end of the semester. TaskStream is very similar to LiveText and will not present any issues with the gathering of NCATE materials. At the next CTE meeting, M. Christofero will present an overview of both systems. J. Bakken suggested an event for faculty to view and compare the two systems.

VI. Action Items: None

VII. Announcements and Last Comments:

A. M. Temple announced the School of Theatre is presenting *Ghosts* by Henrik Ibsen. It runs from February 20 through February 24 with a matinee on February 25.

B. D. Garrahy announced the ad hoc diversity committee had their first meeting. They are in the process of reviewing information from other institutions.

C. B. Meyer announced there will be a Secondary Conclave on February 29 from 8:00 a.m. to 11:00 a.m. in Old Main.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. S. Parry moved for adjournment. M. Munson-Dryer seconded the motion. D. Curtis adjourned the meeting at 4:20.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, February 19, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: G. Bailey, J. Bakken, W. Beckner, A. Coffman, D. Curtis, M. Hagiwara, P. Klass, P. Metcalf-Turner, M. Moore, K. Mountjoy, M. Munson-Dryer, S. Naylor, S. Parry, B. Rich, S. Rosenbaum, M. Temple, D. Ward

Members Absent: S. Campbell, K. Coats, B. Conant, N. Coon, D. Garrahy, L. Huempfer, M. Noraian, J. Oram-Sterling, J. Palmer, E. Spycher, S. Zielinski

Guests: J. Brown, M. Christofero, B. Meyer, J. Webster

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of February 5, 2008:** D. Curtis asked for a motion to approve minutes from February 5, 2008. M. Temple moved for approval. S. Parry seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** M. Temple reported the committee approved three proposals. The three are as follows:
 - Making C & I 210 a prerequisite for C & I 204;
 - Music 263, changed the course focus from secondary general music to advanced elementary general music;
 - Removal of Music 267 from the teacher education sequence.He then presented a curriculum proposal for approval by the Council for Teacher Education. The proposal was the deletion of a minor in Psychology for teacher education. After a short discussion, M. Temple moved to approve the proposal. T. Klass seconded. Motion passed unanimously.
 - B. Student Concerns:** No report.
 - C. University Liaison/Faculty Concerns:** M. Moore and A. Coffman reported on the committee's review of the CTE bylaws. Discussion ensued with members suggesting additions and changes to the bylaws. One area of discussion centered on the addition of teacher education administrative professionals (APs) to the council. D. Curtis requested that the committee poll the education programs for the number of APs who are in charge of teacher education programs. She also asked them to make a recommendation of the percentage of CTE members that could be allocated to administrative professionals. The committee will make the recommended changes to the bylaws and submit them at a future CTE meeting.
 - D. UTE Assessment:** None
- IV. Information Items:** None
- V. Discussion Items:**
 - A. Taking a Second Look at LiveText:** M. Christofero discussed the

the upcoming pilot of the assessment data gathering system, TaskStream, and the concerns users have with the current system, LiveText. LiveText will have major changes in their system beginning this fall which will require training for all users. The TaskStream pilot program will begin this month with two instructors, B. Meyer and B. Ducett, and fifty students. Discussion ensued. Many members voiced their concerns about the possible switch to a new vendor. Among those concerns were the cost to students, the burden of learning a new system and transferring current NCATE materials to a new system. M. Christofero asked members to email her if they have additional questions or concerns. A handout was distributed.

VI. Action Items: None

VII. Announcements and Last Comments:

A. J. Bakken reported the diversity field experience committee had their first meeting. They reviewed institutional reports from other institutions.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. S. Parry moved for adjournment. T. Klass seconded the motion. D. Curtis adjourned the meeting at 4:30.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, March 4, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: G. Bailey, J. Bakken, W. Beckner, A. Coffman, B. Conant, D. Curtis, D. Garrahy, M. Hagiwara, K. Isaak, P. Klass, P. Metcalf-Turner, M. Moore, K. Mountjoy, M. Munson-Dryer, S. Naylor, M. Noraian, B. Rich, S. Rosenbaum, M. Temple, S. Zielinski

Members Absent: S. Campbell, K. Coats, N. Coon, L. Huempfer, J. Oram-Sterling, J. Palmer, S. Parry, E. Spycher, D. Ward

Guests: J. Webster, L. Steffen

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of February 5, 2008:** D. Curtis asked for a motion to approve minutes from February 19, 2008. M. Temple moved for approval. T. Klass seconded the motion. Minutes were approved with two abstentions. D. Curtis welcomed the new student representative, K. Isaak, who replaced R. Williams.
- III. Subcommittee Reports:**
 - A. Curriculum:** None
 - B. Student Concerns:** None
 - C. University Liaison/Faculty Concerns:** M. Moore reported the suggested changes of the bylaws from the last CTE meeting have been incorporated. She will present a final draft to the council at the next CTE meeting. The committee is also reviewing the *Realizing the Democratic Ideal* brochure and will soon have it ready for approval. A. Coffman reported she had met with B. Wojcik of the SEAT Center and plans are under way to hold the Colloquium at that venue. M. Moore added the committee will be asking for RSVPs this year due to the available space at the SEAT Center. The committee would welcome ideas on promoting the event.
 - D. UTE Assessment:** None
- IV. Information Items:**
 - A. Diverse Field Experiences Committee Report:** D. Garrahy distributed a list of four proposed diversity proficiencies that ISU teacher education majors should meet. After reviewing the topic of diverse field experiences from ten NCATE sample institutions, the committee agreed that none came close to having the demographics that Illinois State University has. The committee is scheduled to meet on Thursday at which time they plan to pursue how to incorporate the proficiencies into the education program. The committee would welcome any feedback.
 - B. Comparing LiveText C-1 with TaskStream: M. Christoforo:** This item was moved to a future meeting.

V. Discussion Items:

A. ELL Workshop Report: M. Moore reported that the Illinois Public Deans' survey indicates that graduates from every institution feel uncomfortable teaching English Language Learners (ELL.) More information should be available to ISU's faculty on how to teach teacher education students ELL classroom techniques. M. Moore suggested providing an in service for faculty. Last fall T. Maura of the Illinois Resource Center presented a workshop on this topic. M. Moore suggested a follow up workshop consisting of two days. Discussion ensued. P. Metcalf-Turner offered her faculty's expertise for the in service. G. Bailey suggested video taping the presentation and putting it online as an instructional tool. S. Zielinski suggested that the deans' representatives approach their deans for funds for the workshop.

VI. Action Items: None

VII. Announcements and Last Comments:

A. D. Curtis discussed the possibility of issuing co-curricular transcripts for students' activities. After a short discussion, members agreed that the Student Concerns Committee would review the topic. D. Curtis also announced the upcoming budget presentations on March 25 and 26. During her CTE budget presentation, she will be focusing on funding ITPS H.

B. S. Rosenbaum announced she will be starting a new job at a new Bath and Body Works store.

C. T. Klass announced William Draves is the keynote speaker at the Illinois Administrators Roundup on Thursday, March 6, from 12:30 p.m. to 1:30 p.m.

D. M. Munson-Dryer announced she will be visiting the LiveText headquarters on Friday, March 7. K. Fansler, L. Steffen, B. Meyer and M. Christofero will also be attending.

E. M. Hagiwara stated she was inspired to see that the faculty is willing to develop their ELL knowledge.

F. A. Coffman announced that there will be new security measures at the Thomas Metcalf School when students return from spring break.

G. L. Steffen announced there will be an IACTE State-Wide Certification meeting on April 14 from 9:30 a.m. to 2:30 p.m. in the Circus Room. She will forward the agenda and registration information electronically to the CTE members.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. K. Isaak moved for adjournment. S. Zielinski seconded the motion. D. Curtis adjourned the meeting at 4:10.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, March 18, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: J. Bakken, W. Beckner, K. Coats, A. Coffman, B. Conant, D. Curtis, D. Garrahy, L. Huempfer, K. Isaak, P. Klass, P. Metcalf-Turner, M. Moore, M. Munson-Dryer, S. Naylor, M. Noraian, J. Oram-Sterling, J. Palmer, S. Parry, B. Rich, S. Rosenbaum, M. Temple, D. Ward

Members Absent: G. Bailey, S. Campbell, N. Coon, M. Hagiwara, K. Mountjoy, E. Spycher, S. Zielinski

Guests: J. Brown, M. Christofero, B. Meyer, J. Webster

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of March 4, 2008:** D. Curtis asked for a motion to approve minutes from March 4, 2008. M. Temple moved for approval. T. Klass seconded the motion. Minutes were approved with one correction.
- III. Subcommittee Reports:**
 - A. Curriculum:** None
 - B. Student Concerns:** None
 - C. University Liaison/Faculty Concerns:** M. Moore announced the Spring Colloquium will be on April 25 from 8:30 a.m. to 10:00 a.m. in the SEAT Center/Assistive Technology. Posters will be available to distribute and an electronic flyer will be sent to CTE members to circulate throughout their departments. M. Munson-Dryer reported that the PDS site coordinators have expressed an interest in attending the colloquium. She suggested that the PDS teachers be invited also.
 - D. UTE Assessment:** None
- IV. Information Items:** None
- V. Discussion Items:**
 - A. Taking a Second Look at LiveText:** M. Christofero gave a power point presentation comparing TaskStream and the new format LiveText will be implementing this fall. There are six faculty members participating in the pilot program. M. Christofero stressed the need for a timely decision because instruction on a new tool will soon need to begin. There will be a demonstration comparing the two tools on March 28 from 1:00 p.m. to 3:00 p.m. in DeGarmo 307. Members were urged to attend and asked to invite their colleagues. Discussion followed ranging from instructors' lack of embracing a data assessment system to why ISU has such a system. D. Curtis asked M. Christofero, M. Munson-Dryer, B. Meyer and S. Rosenbaum to develop a brief survey asking teacher education faculty to determine the criteria needed in a data assessment tool.

B. “Realizing the Democratic Ideal” Brochure: M. Moore reported no major changes were made to the brochure. The committee expanded on existing information in the brochure. Members were asked to send M. Moore any edits.

VI. Action Items:

A. CTE Bylaws: This item was moved to a future meeting.

VII. Announcements and Last Comments:

A. D. Curtis announced she will not be attending the next CTE meeting on April 1. S. Parry will be presiding.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. B. Rich moved for adjournment. S. Rosenbaum seconded the motion. D. Curtis adjourned the meeting at 4:30.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, April 1, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: G. Bailey, J. Bakken, W. Beckner, K. Coats, B. Conant, D. Garrahy, M. Hagiwara, L. Huempfer, K. Isaak, P. Klass, P. Metcalf-Turner, K. Mountjoy, M. Munson-Dryer, S. Naylor, M. Noraian, J. Oram-Sterling, S. Parry, B. Rich, S. Rosenbaum, M. Temple, S. Zielinski

Members Absent: S. Campbell, A. Coffman, N. Coon, D. Curtis, M. Moore, J. Palmer, E. Spycher, D. Ward

Guests: J. Brown, M. Christofero, B. Meyer, L. Steffen, J. Webster

- I. Call to Order:** S. Parry called the meeting to order at 3:00.
- II. Approval of Minutes of March 18, 2008:** S. Parry asked for a motion to approve minutes from March 18, 2008. T. Klass moved for approval. M. Temple seconded the motion. Minutes were approved with no abstentions.
- III. Subcommittee Reports:**
 - A. Curriculum:** None
 - B. Student Concerns:** None
 - C. University Liaison/Faculty Concerns:** S. Parry reminded members to forward the electronic flyer for the Spring Colloquium to colleagues.
 - D. UTE Assessment:** None
- IV. Action Items:**
 - A. Criminal Records Report:** L. Steffen reviewed the proposal which is as follows: *All teacher education candidates are required to submit to a complete criminal history records check as defined in Section 10-21.9 of the School code, as well as, complete the self report of the Assessment of Legal and Ethical Conduct. A complete criminal history record check consists of:*
 - *Fingerprint-based checks through the Illinois State Police (ISP) and the FBI*
 - *Check of the Illinois Sex Offender Registry (www.isp.state.il.us/sor/)*
 - *Check of the Violent Offender Against Youth Registry (www.isp.state.il.us/cmvol/)*M. Temple moved to approve the proposal. D. Garrahy seconded the motion. Motion passed with one abstention. The proposal will become effective Fall 2008.
 - B. CTE Bylaws:** This item was moved to a future meeting.
 - C. "Realizing the Democratic Ideal" Brochure:** This item was moved to a future meeting.
- V. Information Items:**
 - A. CECP Annual Report:** L. Steffen gave highlights of the annual report. If

members would like data for a particular education program, they should contact L. Steffen. A handout was distributed.

VI. Discussion Items:

A. Taking a Second Look at LiveText: M. Christofero reported that 23 people attended the presentation on Friday, March 28, and the demonstration of the new LiveText program seemed to be well received. She then gave a brief presentation of the revised e-portfolio tool. Discussion ensued. M. Christofero announced there is an e-portfolio survey now located on the College of Education home page and the Lauby Teacher Education website. CTE members were urged to participate in the survey and to share the survey with students and faculty members. The survey will be available until April 9. M. Munson-Dryer announced that the CTE will vote on April 15 on which data assessment tool the education programs will be using.

B. Update on the Diversity Committee: J. Bakken reported the committee has divided into three groups with each focusing on a separate area. The areas are 1.) the ideal outcome for teacher education students, 2.) defining Illinois State University's definition of a diverse field experience and 3.) the organizational structure, i.e. the core experience and the responsibilities of individual education programs. The committee has arrived at six ways to meet the criteria. They are course content, co-curricular experiences, vicarious experiences in a diverse setting, direct experiences in a diverse setting, instructional experience in a diverse setting and extensive experience in a diverse setting. Tied to this would be a documentation system; possibly self documentation with supervisory control. A data base should also be set up containing student demographics. Central Michigan University has a program that ISU may be able to model. The committee plans to have a pilot program in place by this fall.

VII. Announcements and Last Comments:

A. S. Parry announced that D. Curtis is an honoree at this year's Illinois Women's Administrator Conference.

B. S. Rosenbaum announced that Epsilon Sigma Alpha, a community service sorority, will hold a dance-a-thon Thursday, April 10, from 7:00 p.m. to 10:00 p.m. in the Brown Ballroom. Proceeds will go to the Easter Seals organization. There is a \$5.00 charge at the door.

C. K. Coats urged members to share the Spring Colloquium flyer with colleagues. There is a registration form located at www.teachereducation.ilstu.edu.

D. M. Munson-Dryer announced D. Stempinski from the ROE will be having a university supervisors meeting on April 18. D. Stempinski will also be having a meeting for cooperating teachers on May 2.

VIII. Adjournment: S. Parry asked for a motion to adjourn the meeting. G. Bailey moved for adjournment. M. Munson-Dryer seconded the motion. S. Parry adjourned the meeting at 4:15.

Respectfully submitted,
S. Zielinski
jab

**Illinois State University
Council for Teacher Education
Tuesday, April 15, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: G. Bailey, J. Bakken, W. Beckner, B. Conant, D. Curtis, D. Garrahy, M. Hagiwara, L. Huempfner, K. Isaak, P. Klass, P. Metcalf-Turner, M. Moore, K. Mountjoy, M. Munson-Dryer, M. Noraian, J. Palmer, S. Parry, B. Rich, S. Rosenbaum, D. Ward, S. Zielinski

Members Absent: S. Campbell, K. Coats, A. Coffman, N. Coon, S. Naylor, J. Oram-Sterling, E. Spycher, M. Temple

Guests: C. Bazan, J. Brown, M. Christofero, B. Meyer, L. Steffen

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of April 1, 2008:** D. Curtis asked for a motion to approve minutes from April 1, 2008. M. Noraian moved for approval. P. Klass seconded the motion. Minutes were approved with one abstention.
- III. Subcommittee Reports:**
 - A. Curriculum:** S. Parry reported the committee approved a curriculum proposal for EAF 498. A proposal for a Communication Sciences and Disorders, Graduate Sequence in Bilingual Speech-Language Pathology, was presented to the Council. L. Huempfner moved to approve the proposal. B. Rich seconded the motion. Motion was approved with no abstentions.
 - B. Student Concerns:** None
 - C. University Liaison/Faculty Concerns:** M. Moore reported 12 individuals have registered for the Spring Colloquium which is being held in the SEAT Center. CTE members should also register if they plan to attend. A flyer was distributed. D. Curtis reported A. Davis, University Trustee, toured the SEAT Center and was very impressed with it.
 - D. UTE Assessment:** None
- IV. Information Items:** None
- V. Discussion Items:** None
- VI. Action Items:**
 - A. Realizing the Democratic Ideal:** M. Moore reported the proposed revision of the brochure does not meet the NCATE standards. The University Liaison and Faculty Concerns Committee will continue to edit the brochure and present it to the Council for approval in the fall. Discussion ensued. Members agreed a committee should be formed to discuss the "conceptual framework." P. Metcalf-Turner will ask C. Toledo to help facilitate an on-line discussion. T. Crumpler and N. Latham were suggested as possible committee members.

B. CTE Bylaws: M. Moore reported CTE members had received an electronic version of the proposed changes to the bylaws. M. Munson-Dryer moved to expand the definition of Article III B-2 to read *faculty and/or program directors*.

L. Huempfner seconded the motion. Discussion followed. Motion was not approved. S. Zielinski moved to approve the revised bylaws as presented in the electronic version. D. Garrahy seconded the motion. Motion was approved with no abstentions.

C. Data Assessment System Tool (LiveText or TaskStream): M. Christofero reviewed the results of the data assessment system survey. Seventy-nine participants took the survey. L. Huempfner moved to continue using LiveText as the vendor for the data assessment system tool. S. Rosenbaum seconded the motion. Discussion ensued. Members agreed that the UTE Assessment Committee would review this topic on an annual basis. Motion was approved with three abstentions. D. Curtis asked members for suggestions they would like included in the upcoming LiveText negotiations.

VII. Announcements and Last Comments:

A. S. Zielinski announced the School of Theatre will present *Tartuffe* in the Westhoff Theatre beginning April 25 and running through May 3.

B. W. Beckner announced there is a student show in the Gallery of the Center for Visual Arts.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. G. Bailey 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, May 6, 2008 -- 3:00 p.m.- 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: G. Bailey, J. Bakken, K. Coats, A. Coffman, B. Conant, D. Curtis, D. Garrahy, L. Huempfner, P. Metcalf-Turner, M. Moore, K. Mountjoy, M. Munson-Dryer, S. Naylor, S. Parry, B. Rich, S. Rosenbaum, M. Temple, S. Zielinski

Members Absent: W. Beckner, S. Campbell, N. Coon, M. Hagiwara, K. Isaak, P. Klass, M. Noraian, J. Oram-Sterling, J. Palmer, E. Spycher, D. Ward

Guests: A. Adkins, B. Meyer, L. Steffen, J. Webster

- I. Call to Order:** D. Curtis called the meeting to order at 3:00.
- II. Approval of Minutes of April 15, 2008:** D. Curtis asked for a motion to approve minutes from April 15, 2008. G. Bailey moved for approval. S. Parry seconded the motion. Minutes were approved with one abstention.
- III. Subcommittee Reports:**
 - A. Curriculum:** No report.
 - B. Student Concerns:** No report.
 - C. University Liaison/Faculty Concerns:** M. Moore thanked members for their help and attendance at the Spring Colloquium. It was a successful colloquium with good representation from across the campus. D. Curtis will send a thank you letter to the SEAT Center.
 - D. UTE Assessment:** L. Steffen distributed the final draft of the Initial Reflective Essay assessment. The essence of the assessment has not changed. The Title II Data Report was also distributed. L. Steffen reported that Illinois State University students do very well on the tests.
- IV. Information Items:**
 - A. Diverse Field Experiences Report:** D. Garrahy presented a draft plan for purposeful placements of students in diverse settings. The plan consists of four main points:
 - Proficiencies
 - Ideal Outcomes
 - Defining Diversity
 - Program Level Analysis and Plan

Discussion ensued. D. Curtis thanked the committee for their work.

- V. Discussion Items:**
 - A. Student Teaching Observation Policy:** D. Curtis led a discussion on the possible implementation of a policy allowing/disallowing unofficial personnel to observe student teachers in the classroom. Members agreed a policy statement

should be in place. K. Coats will compose and submit a policy statement. The issue will be revisited in the fall as an action item.

VI. Action Items: None

VII. Announcements and Last Comments:

A. S. Parry announced the College of Arts and Sciences is moving to Williams Hall. S. Parry is also producing the play “Father of the Bride” at the Community Players Theatre.

B. S. Zielinski announced construction will be taking place in the Centennial Building. Westoff Theatre will be totally re-done.

C. S. Naylor reported Milner Library is still in a transition period. Also, work will soon begin on the bridge over College Avenue. If members become aware of access problems, please notify Milner Library.

D. A. Coffman announced that she asked B. Wojcik to present his colloquium presentation to the Metcalf staff.

E. D. Garrahy announced destruction will soon begin in the McCormick Hall area. Departments will be relocated until the project is completed.

F. B. Conant announced that University High School is seeking candidates to fill the positions of athletic director, mathematics teacher and physical education teacher with a health background.

VIII. Adjournment: D. Curtis asked for a motion to adjourn the meeting. G. Bailey moved for adjournment. M. Munson-Dryer seconded the motion. D. Curtis adjourned the meeting at 4:10.

Respectfully submitted,
S. Zielinski
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