

**Illinois State University
Council for Teacher Education
Tuesday, September 6, 2016 3:00 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Azinger, M. Coleman, C. Cullen, T. Davis, J. Derden, S. French, D. Garrahy, J. Gorski, L. Haling, M. Henninger, R. Kouba, O. Landa-Vialard, C. Lieberman, M. Lin, A. Meyer, K. Mountjoy, M. Noraian, S. Otto, S. Parry, K. Probst, S. Sanden, S. Semonis, E. Stewart, E. Trunk

Absent: R. Casey, S. Jones-Bock, B. Oates, J. Rosenthal, L. Sutton, D. Wilson

Guests: J. Donnel, T. Hinkel, H. Goldsmith, B. Jacobsen, S. Kalter, K. Mills, E. Palmer, M. Parker, A. Parrot, A. Raver, L. Randles, C. Rutherford, L. Thetard, J. Watson, J. Webster

I. Call to Order by Chair:

Chair A. Azinger called the meeting to order at 3:00 p.m.
In lieu of roll call, each committee member introduced themselves.

II. CTE Member Introductions: Committee members introduced themselves, indicating their department/school and their previous experience on CTE.

III. Nomination for Vice Chair: D. Garrahy nominated S. Parry.
Second: S. Otto
Nomination was approved unanimously.

IV. Nominations for Secretary: A. Adkins nominated M. Coleman.
Second: M. Henninger
Nomination was approved unanimously.

V. Approval of Minutes from May 3, 2016: Motion to approve the minutes from May 3, 2016:
A. Adkins
Second: O. Landa-Vialard
Minutes were unanimously approved.

VI. Subcommittee Reports: Duties/Responsibilities/Assignments

D. Garrahy explained the handout indicating sub-committee assignments for CTE members. Per CTE Bylaws, some committees include faculty and student members external to the CTE. Subcommittees meet the 2nd and 4th Tuesday of each month. Each committee met and elected a chair. D. Garrahy reminded all that each chair also serves on the CTE executive board. Chairs were elected as follows:

A. Curriculum: Chair: S. Parry

B. Student Interests: Chair: M. Noraian

C. University Liaison and Faculty Interests: (Chair: TBD at first meeting when more members are present)

D. Vision: Chair: D. Garrahy

E. University Teacher Education Assessment: Chair: A. Adkins

VII. Information Items:

A. edTPA Review: Spring 2016 Data: E. Palmer stated the PowerPoint slides from this presentation will be sent out with the minutes. Highlights: Fall 2015, three non-passers on first attempt. Students who passed did so with a mean rating of 12 pts. above the cut score. Spring 2016, 98.3% passers on first try. State average score was 45, National average score was 44 and we are well above that.

Retakes: Twelve students needed a retake and eleven passed their retake with one score still out. Retakes resulted in three students being delayed in graduating. Mean scores by rubric were presented. Out of fifteen rubrics, only two were scoring below a score of three (Rubrics 10 and 13). E. Palmer has flagged those rubrics and will be doing professional development with faculty to help improve those scores.

Comments:

C. Cullen asked if there was a sense of why some did not pass. Procrastination and blowing it off were the main reasons.

M. Noraian asked how programs handled non-passers. Some sent them to E. Palmer and other programs handled it on their own.

A. Adkins noted how some students just shortchanged themselves by not including thorough responses. E. Palmer explained that when she conferenced with students, they were able to see where they had gone wrong.

B. edTPA and Plagiarism: D. Garrahy stated in April that Pearson notified ISU that a portfolio was flagged. This could mean a scoring discrepancy or cheating. In this case, it was a plagiarism issue and the student's score was voided. This was very upsetting due to the standards we hold our students to. ISBE has decided that universities develop their own protocol for addressing this issue and send it to ISBE. The Vision Committee will be taking up this issue and look at current ISU policy as well as our disposition concerns process. The Vision Committee will then bring their proposal to the CTE. The student was also referred to the Dean of Student's office for discipline.

Comments:

S. Otto asked about how our policy actually did work for this instance.

D. Garrahy reported that a letter sent as registered mail was used to notify the student; this was not responded to. Student was given the option to graduate without a teaching degree or to repeat eight weeks of student teaching at his expense. A disposition was written. He elected to repeat student teaching and was told to develop a statement that may be shared with school partners inquiring as to why a candidate earning an "A" in student teaching needs to have a new placement.

S. French asked about how our policy may be setting a precedent.

D. Garrahy responded that our policy will likely be looked at by other universities who have used our edTPA teaching materials across the state and country. D. Garrahy believes the protocol we establish for addressing plagiarism/cheating on the edTPA will also be used by our colleagues within the State as well as institutions across the country.

S. Otto questioned whether we are disciplining the student who was caught without regard to perhaps someone who passed him the information.

D. Garrahy responded that the student did not indicate another student's involvement in her meeting with him.

A. Meyer asked if there was a way for edTPA to flag submissions from previous years.

A. Adkins replied that the students are told to be very careful about sharing any of their material.

M. Henninger asked if the student had indicated who he had copied work from.

D. Garrahy stated the student did not provide a name.

S. Sanden asked if it was possible to follow up with someone who may already have a teaching license and who provided material for another student.

Consensus was there was not anything that could be done at this time.

S. Semonis noted that in the day and age, there will be edTPA material available on the internet and this could be hard to police.

M. Noraian asked if the students sign any kind of honesty pledge prior to submitting.

E. Palmer responded that this is already in place in the submission process.

C. CAEP Ad Hoc Group: A. Adkins and D. Garrahy realized they needed additional faculty assistance for accreditation. This resulted in an Ad Hoc group comprised of K. Douglas, B. Hutchison, N. Latham, A. Lyde, E. Palmer, S. Parry, J. Rosenthal, J. Hill, and R. Smith to work on CAEP. The committee was put into small groups to work on designated standards. Data collection will be ongoing for three semesters: Sp 17, F 17, and Sp 18. ISU's self-study is due to CAEP in August, 2018 and the campus visit will be in spring 2019. As the committee works through recommendations they will regularly report back to CTE.

D. CPS Potential Strike Update: D. Garrahy indicated we have 19 student teachers in CPS this semester. A potential strike could occur on October 17th. D. Garrahy will have a conference call on 9/9/16 with Jennifer O'Malley, ISU's Director of Program and Partnerships – Chicago Teacher Education Pipeline. CPS Student teachers will have collected their edTPA data prior to that strike date.

E. National CBC Update: D. Garrahy met with colleagues in nursing to see how they process their Nursing candidates through their National CBC process. Mennonite's process is 100% electronic and efficient for their students and staff. For teacher education candidates, the current CBC process has them request the CBC and have their report sent to

the Lauby Center. Once received, CELP staff email the candidate to pick up their copy in the Lauby Center. Upon ID verification, the candidate receives their CBC copy. This occurs annually and for approximately 3,000 teacher education majors in five colleges. This would all become electronic with the National CBC process.

VIII. Discussion Items: None

IX. Action Items: None

X. Announcements and Last Comments:

A. Vice-Chair: Welcome back to everyone from S. Parry.

B. Members: None

XI. Adjournment:

Motion to adjourn: E. Stewart

Second: S. Parry

Meeting adjourned at 4:15 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, September 20, 2016 3:00 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Azinger, R. Casey, M. Coleman, C. Cullen, J. Derden, S. French, D. Garrahy, J. Gorski, L. Haling, M. Henninger, S. Hildebrandt, S. Jones-Bock, O. Landa-Vialard, C. Lieberman, M. Lin, A. Meyer, K. Mountjoy, B. Oates, S. Otto, S. Parry, K. Probst, J. Rosenthal, S. Sanden, E. Stewart, E. Trunk

Absent: T. Davis, R. Kouba, M. Noraian, S. Semonis, L. Sutton

Guests: K. Appel, J. Donnel, G. Higham, B. Jacobsen, S. Kalter, M. Monts, E. Palmer, M. Parker, A. Parrot, L. Randles, J. Watson, J. Webster

D. Garrahy welcomed back S. Hildebrandt. She thanked C. Cullen and K. Douglas for serving during the fall semester.

I. Call to Order by Chair:

Chair A. Azinger called the meeting to order at 3:00 p.m.
Roll call of members was conducted by M. Coleman.

II. Approval of Minutes from September 6, 2016: Motion to approve the minutes from May 6, 2016:

J. Derden stated she did not make motion to adjourn, E. Stewart made the motion.
Motion to approve with amended minutes from September 6, 2016:

A. Adkins

Second: E. Stewart

Minutes were approved with no abstentions.

Subcommittee Reports:

A. Curriculum Committee: S. Parry reported the Curriculum Committee met and there were four proposals, two are informational items:

1. New course: SED 327 Aural (Re) Habilitation in the Deaf/Hard of Hearing Classroom; replaces CSD 351 for Specialist if Deaf & Hard of Hearing Sequence.
2. The revised sequence reflects that change.
3. Deletion of degree: Bachelor of Science degree in SED. Little enrolled program; students were sometimes erroneously being placed in wrong program.
S. Parry moved to delete program
S. Otto second
Proposal to delete Bachelor of Science degree in SED was approved.
4. Revision in KNR 246 Teaching Dance and Tumbling/Gymnastics Forms – changing from a 2 hour course to a 3 hour course.

B. Student Interests: None

C. University Liaison and Faculty Interests: S. Jones-Bock stated the committee has been working on the CTE bylaws and Spring Colloquium and will be working with the CTE Executive Committee for a timeline.

D. Vision: D. Garrahy reported that the Vision Committee met to begin working on establishing a protocol, per ISBE's request, for students found to have plagiarized their edTPA portfolio. Once the protocol has been established it will be brought to the CTE. The Vision Committee will be reviewing what we already have in place. We learned that when a candidate's scores are voided: a new portfolio based on a new learning segment must be submitted and none of the original portfolio materials may be used. Voided scores are not the same as a "retake." "Retakes" are permitted for students who did not achieve an acceptable score.

Discussion:

S. Parry asked if the student would have to pay another \$300.

D. Garrahy indicated the student will have to pay \$300.

K. Mountjoy asked if the video could be used.

E. Palmer replied that the student would have to use a brand new learning segment and video and that is not like a Retake 2 task.

E. Stewart asked if the student would have to repeat student teaching.

E. UTE Assessment: A. Adkins thanked guest Dr. Kalter for attending and noted guests are always welcome. UTE Assessment Committee is working on revisions for edDispositions and will bring to CTE when completed. The committee is discussing the value of instating an internal program reporting process similar to what we used to submit to ISBE for annual program review. The reports addressed the five key local assessments (content knowledge, pedagogy, impact on student learning, clinical practice, and dispositions), as well as state test results.

III. Information Items:

1. What do you see as your role/responsibility in representing your college/faculty, and student body, as a CTE member?

D. Garrahy stated this is participatory and would like members to state what they see is their role/responsibility as a CTE member.

J. Rosenthal stated communication.

E. Stewart added representing views of areas and reporting back.

O. Landa-Vialard indicated share the CTE minutes.

D. Garrahy responded the CTE minutes are on the website and sent out to the members.

D. Garrahy asked the student members for their input.

R. Casey stated that this is only his second time attending the meetings and has not thought about it, but hopes to in the future.

A. Adkins added that she had RSOs raising concern regarding transfer students and not connected to TED until student teaching. A. Adkins suggested they bring the concern to the Student Interest Committee.

D. Garrahy reiterated that the bylaws indicate a purpose of CTE is informing the University community and in turn, asking how the university community can inform us.

2. PEP Mini-Pilot and Program Selection

An outdated draft hand-out was distributed on Recommended Indicators and Measures for the Illinois Teacher Preparation Program Performance Improvement and Accountability System.

E. Stewart stated the use of student growth is problematic.

A. Adkins acknowledged that and noted this was part of the performance measure negotiated by the PERA committee.

K. Douglas feels we should measure improvement.

A. Meyer asked who puts in the data.

A. Adkins responded that it would be the responsibility of the institution for candidate admissions and completion. The rest of the data would be provided by ISBE.

A. Meyer asked if the survey was in ELIS.

A. Adkins indicated that there are 19-21 specific aspects of professional practice, like the Teacher Graduate Assessment survey, about which candidates report how well their program prepared them. Lauren Schneider, Research and Planning has already been assigned to assisting us with a mini-pilot in programs to see if there are any bugs to work out with Campus Solutions before accreditation.

Next year, all institutions and all programs will be using the data dashboard. This year, for the mini-pilot, we are able to select three programs.

This conversation will be ongoing through the assessment committee.

J. Rosenthal stated information used for our benefit. If this information gets out.

This will be coming sooner rather than later and will need to work with the lobbyists.

A. Adkins is mindful of that and there is a strong consensus this information could get out.

S. Jones-Bock asked if there was a signed agreement to not release the information.

A. Adkins is not sure and will contact E. Fox (ISBE) to see if there is an agreement.

A. Adkins suggests the three programs be: Elementary, SED, and a large K-12 or secondary program.

A. Lyde is having a secondary meeting tomorrow and A. Adkins will send out cliff notes.

L. Haling asked if they have to pilot this year if all programs will be doing it next year.

A. Adkins responded that we want to pilot to see the weak points in Campus Solutions.

A. Azinger asked if we needed to vote or at a consensus.

A. Adkins responded that CTE does not need to vote.

C. Cullen asked if all secondary program representatives would be attending the secondary meeting.

A. Lyde indicated not all would be in attendance.

3. CPS Update

D. Garrahy informed the members that Champaign and Unit 5 have come to an agreement with their local unions.

In CPS, there is a 90% affirmation that there will be a strike. There is a contingency plan in place. We have 19 teacher candidates in CPS that will be at their 6th week of student teaching, 10 weeks are required.

J. O'Malley has collaborated with a Community Center for our students to go to if a strike occurs. Our students cannot cross the picket line, nor would it be in their best interest to be at the picket line or speak with reporters. D. Garrahy wants ISU staff at the Community Center all day, to provide support and for oversight. D. Garrahy has blocked her schedule to go to Chicago if needed and E. Palmer will also go to have students work on their edTPA portfolio during this time. CPS will vote on October 17th for a fall strike. Historically, strikes in CPS have never lasted longer than two weeks. If it would last longer, we will have to revise the plan.

4. ISBE Update

T. Hinkel distributed a hand-out on ISBE changes. ISBE is constantly remodeling their house. T. Hinkel firmly believes they are improving. In the 16 months he has been the Licensure Officer and Associate Director, he is on his fourth ISBE contact. They continue to hire new staff.

D. Garrahy added that we do not get direct emails or notifications from ISBE when there are changes. T. Hinkel goes to ISBE once a month and tries to get ISBE updates out to faculty and staff.

Below are the changes shared by T. Hinkel:

Program Changes

- Programs must propose changes to ISBE and have changes approved 60 days prior to taking effect.
- Process- Goes to ISBE for approval before going to State Educator Preparation and Licensure Board (SEPLB).

Troy spoke with J. Ray and this should not be an issue with programs as catalogue changes are done way before.

Elementary K-9

- Expanded timeline- program must now be completed by September 1, 2018.
- This was moved back one year.

License would be issued by 9/1/19. K-12 now has special hours; 21 content hours and 3 hours methods specific, and must pass content test.

Middle Level

- Must apply by January 31, 2018 for endorsement under old system.
- Special licensure (K-12 and PK-21) do not have to complete middle level program but, meet the endorsement requirements.
- ESL, bilingual, reading and LBS1- not required to complete middle level (Still determining rules).
- Middle grades guide- <http://www.isbe.net/licensure/pdf/higher-ed/future-of-illinois-middle-grades.pdf>

Highly Qualified Status- Every Student Succeeds Act phases out the Highly Qualified requirements. Effective July 1, 2016 teachers must meet licensure requirements.

EdTPA

- Out of state requirement changed from three years to one year teaching experience to waive edTPA.
- Can take APT if student taught before August 31, 2015 (OOS candidates).

ISBE has increased communications

- Faculty can sign up to receive newsletters- Licensure Information News and Knowledge (LINK) or Preparation Points newsletters.
- How-To Videos- On creating ELIS, applying for endorsement/entitlement and others linked to ISBE website.

If not on list, email T. Hinkel. T. Hinkel feels ISBE has done a good job and has 9 – 10 videos on creating ELIS acct, etc.

O. Landa-Vialard has concerns if the videos are accessible for teacher candidates with disabilities.

Test of Basic Skills- This can be the TAP, ACT or SAT test.

- ACT
 - Minimum Composite 22 and Writing score of 6 (Test taken September 10th, 2016 or later) or
 - Minimum Composite 22 and Writing of 16 (test taken September 1, 2015 to September 9, 2016) or
 - Composite 22 and E/W combined of 19 (test taken Pre-September 2015)
- SAT
 - Minimum Composite of 1110 (R, W +M) and 26 on writing and language test (current format) or
 - 1030 composite (R+M) and a minimum of 450 on writing (older format)
- Good indefinitely

T. Hinkel stated this is the third format for ACT scores in 14 months. SAT will be the official test this year.

Content Tests

- Good for 10 years
- Students can retake every 30 days
- Changes- Content tests are undergoing changes- Some will be changed drastically
 - Elementary Content Test- 4 subsets
 - Validation Surveys from Pearson have went to some faculty

5. Disposition Concerns

D. Garrahy suggested sharing the newly revised disposition concerns form with new faculty, adjunct-faculty, and school partners. The key change that was made is “resolvable/unresolvable” designation. Some faculty have held onto a disposition concerns form and not submitted it to the Lauby Teacher Education Center, with the idea that if the student improved, there would be no need to file the disposition concern. Please remind faculty, the disposition concerns form is a learning tool to acknowledge patterns of behavior such as; missing class, not turning in assignments, etc.

If no disposition concerns are written and submitted, then there is no explanation as to why a teacher candidate made it to student teaching and now problems are emerging. Faculty, staff, etc. have a responsibility to share the disposition concerns with the teacher candidate.

S. Parry asked for the link to the dispositions concerns form be included in the minutes. The link is:

http://education.illinoisstate.edu/teacher_education/gateway1/dccassessment.shtml

S. Parry commended the committee for the revisions made to the disposition concerns form.

IV. Action Items: None

V. Announcements and Last Comments

A. Vice-Chair: None

B. Members

√ D. Garrahy indicated the Lauby Center held the Danielson workshop on Friday with 28 teacher education faculty in attendance. This was Professional Development opportunity for teacher education faculty.

√ D. Garrahy appreciated all that were in attendance on Saturday for the scholarship awards. 65 teacher education candidates received awards from the Council for Teacher Education.

√ D. Garrahy indicated that C. Brown is asking volunteers to participate on a panel regarding school shootings/violence. If interested, please contact C. Brown.

√ A. Adkins reminded the member of the T21 conference on Friday, September 23, 2016.

VI. Adjournment

Motion to adjourn: E. Stewart

Second: S. Otto

Meeting adjourned at 4:10 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, October 4, 2016 300 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Azinger, M. Coleman, C. Cullen, J. Derden, K. Douglas, S. French, L. Haling, M. Henninger, S. Hildebrandt, R. Kouba, M. Lin, A. Meyer, K. Mountjoy, M. Noraian, B. Oates, S. Parry, J. Rosenthal, S. Semonis, E. Stewart, E. Trunk

Absent: R. Casey, T. Davis, D. Garrahy, J. Gorski, S. Jones-Bock, O. Landa-Vialard, C. Lieberman, S. Otto, K. Probst, L. Sutton

Guests: B. Jacobsen, S. Kalter, T. Kaczorowski, K. Mills, M. Parker, A. Parrott, A. Raver, L. Thetard, J. Watson, J. Webster

I. Call to Order by Chair:

Chair A. Azinger called the meeting to order at 3:04 p.m.
Roll call of members was conducted by M. Coleman.

II. Approval of Minutes from September 20, 2016: Motion to approve the minutes from September 20,

2016: A. Adkins

Second: E. Stewart

Minutes were approved unanimously with no abstentions.

III. Subcommittee Reports:

A. Curriculum Committee: No Report

B. Student Interests: No Report

C. University Liaison and Faculty Interests: No Report

D. Vision: A. Azinger reported that the committee met and discussed protocols for cheating issues on edTPA. This has become a very complex issue. They will resume their discussions and a small subcommittee will develop a protocol draft to bring to the committee.

E. UTE Assessment: A. Adkins reported the committee met and discussed reinstating an internal program review report. They will recommend a one year pilot to see what insight on program functioning it provides and feedback it provides to programs. They will then evaluate the process and see if it is worth resuming.

IV. Information Items:

A. CAEP Conference Update: D. Garrahy, A. Adkins, and T. Hinkel attended the CAEP Conference in Washington, D.C. on Thursday, Friday, and Saturday. A. Adkins stated it was a very successful conference and time well spent. The CAEP staff is consistent in the discussions to programs. She noted that everything we have anticipated regarding accreditation will likely stay stable. Gains were also made on internal, technical notes and they feel that they got good information. As CAEP transformed from NCATE, the organization began to support teacher research on teacher education programs and teacher candidates. A. Adkins attended two presentations on guidelines for student teachers that were very effective and helpful. Sessions were research based and have the potential for dissemination and helpful insight for our programs. One session was on student perception surveys on teacher qualities and characteristics. A. Adkins compared the sessions to the keynote speaker at the T21-Con on flipping classrooms.

B. Special Education: Flip Course: Second year professor in SED, Tara Kaczorowski, was introduced as someone with a great deal of experience using technology in the classroom. Tara has an extensive background in SED, Teach Live, Theater, and Course Design Initiative. She uses an App called “near pod”. CTE members had an opportunity to engage in a flipped class experience. In theory, flipped learning uses four pillars: Flexible Environment, Learning Culture, Intentional Content, and Professional Educator (FLIP). She has applied this to a Mathematics class for student with disabilities. The class covers a great deal of content and the students come in with some significant gaps in their knowledge. Other concerns were the time spent in grading formative assignments and getting students to engage in group projects. She uses a free tool called EDpuzzle to give students a head start on the material. She only grades them if they put forth a “good faith” effort. The videos include questions that students can respond to showing their understanding of the material. This is an improvement over passive listening to a typical PowerPoint. The course becomes applied and collaborative, with hands-on activities that give her immediate feedback. Students use Google Docs in class for collaborative assignments. While flashy technology is important, she also uses more typical class discussions with the class. Her notes with hyperlinks were made available to D. Garrahy and will be shared with CTE.

Student CTE member E. Trunk is in T. Kaczorowski’s class and was very positive in her experiences with the class.

T. Kaczorowski also recommended “Explain Everything” as an app to be used with a tablet which allows students to draw on their screens.

E. Stewart commented on a student teacher who is using a flipped class situation which allows students to work on their homework in class and get questions answered rather than struggle with it at home.

V. Action Items: None

VI. Announcements and Last Comments

A. Chair: A. Azinger suggested changing our start times for CTE meetings to 3:20 p.m. as a significant number of CTE members have class until 3:15 p.m. The 3:20 start time will go into effect at our next CTE meeting on October 18, 2016.

B. Vice-Chair: S. Parry urged members to visit the homecoming tents for Arts and Sciences and College of Education this Saturday. CAS also won an award for Homecoming Decorating Contest.

C. Members

√ Congratulations to Brandon Oates who is on Homecoming Court.

√ SED and TEC won awards for Homecoming Decorating Contest.

VII. Adjournment

Motion to adjourn: A. Adkins

Second: E. Stewart

Meeting adjourned at 3:45 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, October 18, 2016 300 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Azinger, R. Casey, C. Cullen, T. Davis, J. Derden, K. Douglas, S. French, D. Garrahy, J. Gorski, L. Haling, M. Henninger, S. Hildebrandt, S. Jones-Bock, O. Landa-Vialard, C. Lieberman, M. Lin, A. Meyer, K. Mountjoy, M. Noraian, B. Oates, S. Otto, K. Probst, J. Rosenthal, S. Sanden, S. Semonis, E. Stewart, E. Trunk

Absent: M. Coleman, R. Kouba, S. Parry, L. Sutton

Guests: H. Goldsmith, L. Henehan, G. Higham, T. Hinkel, B. Jacobsen, S. Kalter, T. Kenney, M. Monts, E. Palmer, L. Randles, C. Rutherford, L. Thetard, J. Webster

I. Call to Order by Chair:

Chair A. Azinger called the meeting to order at 3:20 p.m.
Roll call of members was conducted by S. Conner.

II. Approval of Minutes from October 4, 2016: Motion to approve the minutes from October 4, 2016:

A. Adkins

Second: S. French

Minutes were approved unanimously with no abstentions.

III. Subcommittee Reports:

A. Curriculum Committee: No report

B. Student Interests: M. Noraian indicated they will be meeting next week at 3:20 in DEG 331.

C. University Liaison and Faculty Interests: S. Jones-Bock reported they met last week. D. Garrahy shared the 2015 changes to CTE bylaws. These changes did not move through the Academic Senate and the committee will be looking at the proposed bylaw changes.

D. Vision: D. Garrahy reported the committee did not meet. D. Garrahy and J. Rosenthal met, per the committees' request, to draft the edTPA proposal regarding plagiarism. The draft was sent to the Vision committee and they will meet next week to move forward.

E. UTE Assessment: A. Adkins reported the committee met and a small group will be meeting to discuss reinstating an internal program review report.

IV. Information Items:

A. Student Access and Accommodation Services: D. Garrahy introduced the new Director of Student Access and Accommodation Services, T. Kenney, and Lori Henehan, Coordinator of Accommodation Services.

T. Kenney indicated the Americans with Disabilities Act (ADA) provides civil rights protections to individuals with disabilities. L. Henehan stated for mental or chronic health conditions, there is a stringent process that students must go through. The students are required to reveal their condition and what services they are wanting. There is a request for service form and must provide documentation of the disability (i.e. IEP, psychological reports, medical records, eye/vision, hearing, etc.). Accommodations are course and student specific. Some accommodations are extended test times, distraction reduced environment, note-taker, alternative formats, communicable devices modalities.

When students register they are given a digital ID card and should email their faculty member to start the process. They should then meet with the faculty member to discuss accommodations further. If the student shows inappropriate behavior, document and contact the Redbird Care Tem, located in Fell Hall 350. Their phone number is 309-438-5853.

Comments:

L. Haling asked if online accommodations online can be 100% accessible.

T. Kenney said that this can be done with the assistance of Students Access and Accommodation Services

and CTLT to provide readable documents. Caption videos can only be done if the student is in the classroom as they do not have enough manpower.

O. Landa-Vialard inquired about audio describing videos.

T. Kenney replied indicating they do have audio describing videos and to contact S. Tever.

O. Landa-Vialard works with her and indicated it takes a long time to write up a descriptive.

S. Jones-Bock asked if the students can be identified a semester in advance for preparation in preparing online courses.

T. Kenney indicated the only time they are not identified is if the students are new to the campus or they change courses.

A. Adkins shared that attorneys are accessing online content and filing lawsuits if all information is not documented out on the web.

T. Kenney urged committee to be proactive in responses and make the effort to be compliant.

A. Adkins stated that some informal accommodations could be granted, in error.

M. Noraian asked if a student has a panic attack, should they be referred to Student Access and Accommodation Services.

T. Kenney replied they should be referred to Student Access and Accommodation Services to be fair and consistent.

O. Landa-Vialard asked if Zoom has been tested for accessibility.

K. Douglas uses Zoom to hold synchronous webinars in her hybrid doc course. Due to having a deaf student, K. Douglas and the interpreter are in her office so they can be in the same video frame. However, Zoom is set up so whoever is talking is on the main video screen and the main video jumps from one video to the next depending on who is speaking. She has tried to set her video manually to remain as the main video even while other students are talking so the deaf student can always see the interpreter. It is not the greatest set up if students are giving presentations.

A. Adkins will email W. Matejka to determine the answer for zoom accessibility.

S. French stated she was the previous Director of Student Access and Accommodation Services at another university and the current software for Pearson Math Lab is not accessible.

Disability related absences are not unlimited. Disability related has to be more than three absences. If death related, contact Dean of Students.

S. Kalter asked about how the office works with individual faculty and specific courses about what is a reasonable accommodation for a particular course versus an unreasonable one. In some courses two absences may be all that is appropriate while in some five absences might be appropriate.

T. Kenney suggested revisiting accommodations if a student is out in a practicum setting.

S. Semonis' concern is that for her class, attendance is not part of the grade, however, 70% is assessed on being present. Being absent is not optional as graded on assessments and participation.

There have been conversations with SED and BIO regarding flipped courses. Assessments completed during class time and during every class session. If a student had a disability related issue, they are given the chance to make-up. S. Jones-Bock indicated that for SED, there is different participation/assessment.

T. Kenney understands and will make a strategic effort with departments. She will ask Legal Counsel for advice.

There is a special form for absent related instances.

J. Rosenthal indicated if student leaves university, employer ADA rules and ISU ADA rules are different. J. Rosenthal added helping in advance for preparation; reaching out to students.

V. Action Items: None

VI. Announcements and Last Comments

A. Chair: None.

B. Vice-Chair: None.

C. Members

√ D. Garrahy indicating it was S. Conner's birthday.

√ D. Garrahy informed committee that CPS is not on strike.

√ D. Garrahy stated on November 10th, the Career Center and TEC will be hosting a panel of school district administrators and recruiters who will speak on successful interviewing tips. This will be held in Schroeder 130 and open to all teacher education candidates. D. Garrahy asked the committee to help spread the news.

√ D. Garrahy is sad to announce that M. Temple has passed away, He was a long-standing member of CTE. D. Garrahy's memories of M. Temple were his great smile, bowties, and his outstanding teaching abilities. Our condolences are extended to A. Lyde.

√ J. Rosenthal indicated M. Temple was on the University Curriculum Committee and they are working on a memorial in honor of M. Temple. J. Rosenthal remembers M. Temple's saying "there is no crying in TED." Please contact J. Ryburn, J. Rosenthal, or Claire Lieberman if you would like to contribute to the memorial.

VII. Adjournment

Motion to adjourn: E. Stewart

Second: A. Adkins

Meeting adjourned at 4:10 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, November 1st, 2016 3:00 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Azinger, R. Casey, M. Coleman, C. Cullen, T. Davis, J. Derden, K. Douglas, S. French, D. Garrahy, J. Gorski, L. Haling, M. Henninger, S. Hildebrandt, S. Jones-Bock, O. Landa-Vialard, M. Lin, A. Meyer, K. Mountjoy, M. Noraian, B. Oates, S. Otto, S. Parry, K. Probst, J. Rosenthal, S. Sanden, E. Stewart, E. Trunk

Absent: R. Kouba, C. Lieberman, S. Semonis, L. Sutton

Guests: H. Goldsmith, G. Higham, T. Hinkel, B. Jacobsen, S. Kalter, J. Kanegae, T. Kurokawa, A. Lyde, K. Mills, E. Palmer, A. Parrott, L. Randles, T. Tsuzuki, J. Webster

Call to Order by Chair:

Chair A. Azinger called the meeting to order at 3:20 p.m.

Roll call of members was conducted by D. Garrahy.

B. Meyer introduced guests from Japan universities: T. Kurokawa (Miyagi University of Education, Japan); J. Kanegae (Kyusyu Junior College of Kindai University, Japan); and T. Tsuzuki (Seinan Gakuin University, Japan).

- I. Approval of Minutes from October 18, 2016:** Motion to approve the minutes from October 18, 2016:
A. Adkins
Second: E. Stewart
Minutes were approved unanimously with no abstentions.

II Subcommittee Reports:

A. Curriculum Committee: S. Parry reported course 190 has always been a required course for both school health education sequence and community health education sequence. The change is that it will now only be a required course for school health education sequence and not community health education majors. The proposed changes are:

1. Change the name of the major/program to Health Promotion and Education.
2. Change Community Health Education sequence to Community Health Promotion sequence.
3. Deletion of HSC 190: Foundation of Health Education from the required core courses for both sequences and moved it to required courses for the School Health Education sequence – as a result it is no longer required for students taking the Community Health Promotion sequence.
4. HSC 207: Mind/Body Health has been added to the required courses for the Community Health Promotion sequence as an elective to the School Health Education sequence.
5. Deletion of the Minor in Community Health Education.

A. Lyde concurred with the changes.

S. Parry motioned to approve the changes.

Second: S. Otto

Changes were approved unanimously with no abstentions.

B. Student Interests: M. Noraian indicated the student interests committee met and they will facilitate a discussion as an agenda item. See III. #2.

C. University Liaison and Faculty Interests: S. Jones-Bock reported they met and edited the bylaws line by line. The changes will be brought to the CTE committee before the end of the semester.

D. Vision: D. Garrahy deferred until report under information items. Please see III. #1.

E. UTE Assessment: A. Adkins reported the committee met and has been discussing reinstating program reports. N. Latham and E. Palmer helped UTEAC in building a strong assessment in infrastructure recognizing content knowledge, pedagogy, dispositions, etc., for CAEP accreditation, particularly in Standard 5. All programs have access to six to seven key assessments that will provide a means to put program reviews together. The committee plans to group together programs across campus that are somewhat similar and then they hope to develop some training analysis. E. Palmer led the programs.

J. Rosenthal asked if the programs will still be using the program review template that we currently have.

A. Adkins responded that programs will use the current template.

S. Parry added that this will be beneficial when we do CAEP accreditation as the reports will already be done.

III. Information Items:

1. edTPA Plagiarism Protocol Update: M. Coleman reported the Vision Committee met on the protocol for plagiarism or other issues with edTPA that cause scores to be voided. The committee is very close to completing a draft of the policy. Once it is completed, it will go before the university legal counsel to review due process and then brought to the full CTE committee.

2. Student Interests Group: Facilitated Conversation & Brainstorming: M. Noraian and student members B. Oates and E. Trunk facilitated ways to improve the reach of CTE to students and letter let them know what CTE does on campus. Other committee members, S. Sanden, K. Douglas, and G. Higham helped with a brainstorming session. Members of CTE and guests were asked to fill out a card with their perception of three things that CTE means to them.

B. Oates indicated that he did not initially know what CTE was and his first meeting was introduced to a lot of acronyms. Unfortunately, he felt just as confused leaving the first meeting as he did walking in. Since then, he has learned a great deal about how the committee works. E. Trunk did now know what all CTE entailed. Students do not know they have the authority for issues, concerns and how to get them resolved.

E. Trunk read some of the responses and noted her initial impression was that it was a very prestigious committee. She wanted to let her peers know that she could be a liaison for them to the committee.

A second card was used to identify what members would share about CTE to colleagues and students. M. Noraian indicated that the goal was to come up with something useful and have affiliate signs for back backs and doors. They want to get ideas out and possibly have a central drop box for student concerns.

IV. Action Items: None

V. Discussion Items: None

VI. Announcements and Last Comments

A. Chair: None.

B. Vice-Chair: None.

C. Members

- √ D. Garrahy - Unit 5 clinicals: An email will be sent to all program directors regarding any courses that they want to use Unit 5 for clinicals for spring 2017. Any requests must be submitted to Unit 5 as has been Unit 5's policy for the last couple of years. A survey template developed by A. Parrott and K. Grimes will be provided for faculty to use.
- √ D. Garrahy – Pre-Student Teaching Form (formerly “Blue Doc Form”): Fall 2016 is the third semester for online documentation. D. Garrahy asked faculty via the Lauby Center website. These forms are used to track the 100 pre-student teaching clinical hours for each candidate and to provide graduate tuition waivers to our school and agency partners working with our candidates in pre-student teaching clinical experiences. The form can be completed by teacher candidates as soon as a clinical is completed. Once submitted by the teacher candidate, the faculty member must review and approve it electronically.
- √ D. Garrahy – A flyer was distributed advertising a presentation on “Interviewing Tips for Education Majors on November 10th from 6:00 – 7:00 p.m. in Schroeder Hall 130. There will be free pizza for students from 5:45 – 6:00 p.m. Representatives from Newark, NJ; Pasadena, TX, and the lab schools will be there. In the past, this has been a very successful workshop with good information for students. A PDF flyer will be sent to the CTE listserv.
- √ O. Landa-Vialard announced a presentation on Sports in the Dark, featuring Steve Baskis, a blind

Veteran working for Blind Endeavors (a local Bloomington foundation). This is an opportunity for sighted and non-sighted individuals to participate in a variety of sports activities like Goal ball, Blind Hockey, Blindfold Races, Maze, and Beep Kickball. A PDF of the poster will be sent to the CTE listserv.

J. Rosenthal asked if Mr. Baskis does anything with our Veterans Center.

A. Adkins and J. Rosenthal will discuss Mr. Baskis and the Veterans Center.

VII. Adjournment

Motion to adjourn: E. Stewart

Second: A. Adkins

Meeting adjourned at 3:51 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, November 15th, 2016 3:00 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, M. Coleman, T. Davis, J. Derden, S. French, D. Garrahy, L. Haling, S. Hildebrandt, S. Jones-Bock, R. Kouba, C. Lieberman, A. Meyer, K. Mountjoy, M. Noraian, B. Oates, S. Otto, S. Parry, K. Probst, J. Rosenthal, S. Semonis, E. Stewart, E. Trunk

Absent: A. Azinger, R. Casey, J. Gorski, M. Henninger, O. Landa-Vialard, M. Lin, S. Sanden, L. Sutton

Guests: G. Higham, T. Hinkel, S. Kalter, M. Monts, E. Palmer, M. Parker, A. Parrott, A. Raver, C. Rutherford, J. Watson

Call to Order by Chair:

Vice Chair S. Parry called the meeting to order at 3:20 p.m.

Roll call of members was conducted by recorder, M. Coleman.

I. Approval of Minutes from November 1, 2016: Motion to approve the minutes from November 1, 2016:

A. Adkins

Second: E. Stewart

Minutes were approved unanimously with no abstentions.

II. Subcommittee Reports:

A. Curriculum Committee: S. Parry reported they did not meet but will have three new proposals to review next week.

B. Student Interests: M. Noraian indicated the student interests committee continues to meet.

B. Oates and E. Trunk led an exercise for members where participants filled out a card regarding their view of the purpose of CTE and their perception of the functions and responsibilities of CTE. This is with an eye towards clarifying what CTE does on campus for students. Functions and Responsibility of the Council were related back to Leadership, Liaison/Advocacy, Planning/Development and Regulation as per a handout that was distributed.

C. University Liaison and Faculty Interests: S. Jones-Bock reported they met and continue their work on the bylaws.

D. Vision: Deferred to the Information Item on the agenda.

E. UTE Assessment: A. Adkins reported the committee is revising the Ed Disposition and nearly complete. They will try to bring their work to CTE before the end of the semester.

III. Information Items:

1. edTPA Plagiarism Protocol (D. Garrahy): D. Garrahy distributed a hand-out on the edTPA plagiarism proposed protocol, drafted by the Vision Committee and sent via email to the committee members prior to the meeting. The committee felt they developed a very fair proposal and asked the University Counsel to review it. The committee is interested in listening to any suggestions from the committee as a whole.

Discussion ensued.

Regarding 3B – if they choose not to appeal or their appeal is denied, they have three options. Editorial suggestion from E. Stewart.

3B – Clarification: The student would be removed from the Program, not the University.

Discussion focused on the timeline for dismissal from a program and for securing a new placement. The case in question concerns a student who has not responded to any outreach from The Lauby Teacher Education Center and D. Garrahy.

E. Palmer noted there are well established timelines in place for retakes of any voided scores.

M. Noraian recommended that we refer to those timelines in this protocol.

S. Otto suggested that timeline be inserted in 3B. Option 3.

B. Oates suggested that item 4 actually be under 3C.

A. Adkins asked if it was necessary to repeat the entire Student Teaching semester.

J. Rosenthal responded that the committee felt that a student would need to establish a presence in the room and relationship with students.

S. Parry reminded the committee that a student must enroll in Student Teaching and cannot enroll in partial student teaching. There are several variations in the length of placements by the various programs on campus.

D. Garrahy feels that an 8-week minimum is necessary for the student teacher to be successful. Also, to be fair to our school partners, there needs to be a meaningful, substantial amount of time spent at the school.

J. Rosenthal – Items 3 and 4 should read: 3. Candidate Appeal Options and 4. Repeat Student Teaching Option.

C. Cullen asked for clarification on program decisions. The response was that students would have to follow program policies already in place. E. Palmer noted that the retake policy does take into account individual program policies.

A. Adkins suggested adding something between 4E and 4F to take into account individual program policies.

D. Garrahy will take the suggested revisions back to the Vision Committee. A revised proposal will be resubmitted to CTE committee members.

2. Annual Assessment Review Recommendation (A. Adkins):

A. Adkins distributed a hand-out on the Annual Assessment Review Process Recommendation. The UTEAC committee is making this recommendation on meeting CAEP 5 standard for Continuous Improvement. The gap in the process is not having an annual review policy in place. Some programs do have a process in place with an advisory council and regular review.

a. Programs will submit an annual assessment review summary report addressing the areas listed below. Programs may choose the data source (s) for each area. Those listed in parentheses are readily available if that's what programs prefer to review.

- a. Content knowledge (state content exam*)
- b. Formative Pedagogy (TCH 216 pedagogy assessment for secondary and K-12*)
- c. Impact on Student Learning (edTPA Task 3*)
- d. Clinical practice (edTPA all Tasks + composite*)
- e. Dispositions (edDispositions*)
- f. Content Pedagogy (edTPA Task 2*)

*Data from these assessments can be provided to programs upon request.

b. Programs will participate in collaborative data process on a yearly basis. Data review training would be provided to programs in January-February. Programs would be grouped by similar content areas for collaborative review.

c. Program reports would be sent to UTEAC for review and feedback. UTEAC will develop a framework for review that will provide useful feedback to programs.

d. Feedback would be shared with programs and resources provided to address areas of challenge. Resources may include the sharing of successful strategies between programs, examples of effective assessments, workshops with the edTPA coordinator, etc.

E. Palmer noted that since we have assessments in place, programs could intentionally look at the data rather than generate new assessments and data collection practices.

S. Hildebrandt asked about programs that have not selected Continuous Improvement.

A. Adkins responded that this would only apply to teacher education programs that have selected program review with feedback and that clarification would be added.

Rationale:

Effective educator preparation programs require self-reflection and data driven analysis to monitor performance and guide program improvement. To guide this process at both the program and provider level, it is essential to develop an assessment infrastructure in order to systematically inform efforts throughout teacher education at ISU. By having infrastructure in place, CTE assures that all programs will receive the support they need to succeed in this endeavor.

A. Adkins suggested this be an Action Item at the next CTE meeting.

3. Proposed Revisions to the 2017-2018 Undergraduate Catalog (D. Garrahy): D. Garrahy shared that revisions represented some cleaning up and clarification of the current catalog copy. Once approved by the CTE, it will be sent to the Senate for their Consent Agenda. It is then sent to Jeri Ryburn for implementation. The prevailing discussion from the Committee was that barring any additions or corrections, it could be moved to an action item today to expedite getting through the Senate and the UCC. This prompted a motion and vote.

Motion to move proposed revisions to the 2017-2018 Undergraduate Catalog to an Action Item.

A. Adkins

Second: J. Rosenthal

Motion passed unanimously

IV. Action Items: See above.

V. Discussion Items: None

VI. Announcements and Last Comments

A. Chair: None.

B. Vice-Chair: None.

C. Members

√ D. Garrahy reported that 103 teacher candidates attended the Interviewing Tips workshop last week co-hosted by the Career Center and The Lauby Teacher Education Center. Representatives from District 87, ISU lab schools, and the Pasadena, TX district participated. The Pasadena, TX district has hired 20 ISU Alums in the past four years and estimated the state of Texas will have 40,000 teacher openings next year.

VII. Adjournment

Motion to adjourn: E. Stewart

Second: A. Adkins

Meeting adjourned at 4:12 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, January 17th, 2017 3:20 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: S. Arnett-Hartwick, M. Coleman, T. Davis, J. Derden, S. French, D. Garrahy, J. Gorski, L. Haling, S. Jones-Bock, R. Kouba, C. Lawton, M. Lin, A. Meyer, M. Noraian, S. Otto, S. Parry, J. Rosenthal, S. Semonis, E. Stewart, N. Tamburo, L. Thetard, E. Trunk, N. Uphold, M. Winsor

Absent: A. Adkins, A. Azinger, R. Casey, K. Mountjoy, O. Landa-Vialard, C. Lieberman, S. Sanden, L. Sutton

Guests: T. Hinkel, E. Palmer, M. Parker, A. Parrott, A. Raver, J. Watson

Call to Order by Chair: Vice-Chair S. Parry called the meeting to order at 3:25.

A. D. Garrahy introduced new committee members for the spring:

- S. Arnett-Hartwick, Director Teacher Education Program in FCS
- L. Thetard, Director Teacher Education Program in English
- N. Tamburo, student representative from History Education
- C. Lawton, graduate student representative from Math – replacing Kristi Probst
- M. Winsor, faculty representative from Math

B. Roll Call: Conducted by the recorder, M. Coleman, as current members introduced themselves to the new members.

I. Approval of Minutes from November 15, 2016: Motion to approve the minutes from November 15, 2016:

Motion to approve: J. Rosenthal

Second: E. Stewart

Minutes were approved unanimously with two abstentions.

II. Subcommittee Reports:

A. Curriculum Committee: No report

B. Student Interests: No report

C. University Liaison and Faculty Interests: No report

D. Vision: No report

E. UTE Assessment: No report

III. Information Items

1. Spring Semester CTE Meeting Start Time: Meeting times will continue to be 3:20 – 4:30 to accommodate classes dismissing at 3:15.

S. Otto asked if the meetings would still end at 4:30.

S. Parry indicated the meetings should rarely go past 4:30.

2. edTPA Update: Preliminary Fall, 2016 Scores: E. Palmer presented an overview of the fall, 2016 data. E. Palmer reminded CTE members that we are now in our third semester of consequential scores.

- Fall 2016 data: 220 candidates with an initial pass rate of 99%. Two students did not pass due to condition codes, and two failed. ISU had a final pass rate of 100% as the retakes were successfully completed in time for the students to graduate.

- Rubric data: Mean score of 46.8 with a range of 35-72

- E. Palmer provided an overview of the rubrics and scoring. A solid score would be 45 (15 five pt. rubrics with an average score of three) but with our large number of teacher education candidates, our average of 46.8 is outstanding. Students achieving a score of 72 are truly outstanding and are actually double the national average in their field. Special Education had two students with scores of 72. Congratulations to the Special Education Department. It was noted that a score of five is representing a practicing, experienced teacher so for undergraduates to achieve those scores is exceptional.

J. Derden added that a level five would be considered a couple of years into a student's professional life.

E. Palmer added her office looks at mean scores and proficiency rates for each rubric. Rubric 10 remains a difficult standard for our students (mean score of 2.84 and proficiency of 71%). Rubric 13 is the other rubric that students tend to struggle with (mean of 2.86 and proficiency 70%).

Several of our rubrics are above 90% proficiency.

E. Palmer gave an overview of scoring: The cut score is currently set at 35. The cut core will gradually increase and E. Palmer's office projects our pass rate with those higher scores as follows:

- 37 (2017-18) – 98% projected pass rate
(all but World Languages which will be 33)
- 39 (2018-19) – 93% projected pass rate
- 41 (2019-20) – 87% projected pass rate

This lower projected pass rate may or may not be of concern as it may be a result of students doing just enough to get by to pass at the current cut score.

J. Derden asked if data has been compared between PDS students versus traditional students.

E. Palmer responded data was compared two years ago, but there was nothing significant with the findings.

E. Stewart asked if data has been examined for scoring differences for K-12 programs since student teaching is only eight weeks.

E. Palmer responded that data has not been examined for K-12 programs.

E. Palmer suggested any members email data questions to her.

S. Parry thanked E. Palmer and added this was great news for all programs.

3. Implications of Documenting Pre-Student Teaching Clinical Experiences

a. Accurately documenting required teacher candidate clinical hours: D. Garrahy reminded members that clinical documentation forms are now online. D. Garrahy reminded CTE members that the forms are not only used for clinical hours, but they also provide data used to distribute graduate tuition waivers to our school partners. Thus, it is very important to accurately include school partner information (school, district, cooperating teacher name) on the forms.

b. School District/Agency Hosts: D. Garrahy noted that it is illegal for the Lauby Center to simply send tuition waivers to our school hosts. The waivers are based solely on the information received from the documentation forms based on clinical and student teaching experiences.

c. edTPA Plagiarism Protocol: Update: D. Garrahy indicated two attachments were previously sent regarding the old and revised protocol. The committee took the CTE comments and feedback and edited the protocol. The edited version will be sent to ISBE and serve to guide our response to future incidents.

E. Stewart asked if this was the only incident at ISU.

D. Garrahy responded that ISU has had one incident of plagiarism on edTPA. The revised protocol will be an action item for the next CTE meeting on 2/7/17.

d. Dispositions Concerns Assessment: Proposed Revisions: D. Garrahy reminded members that Disposition Concerns can be submitted not only by faculty and staff, but by any clinical partner working with our teacher candidates. Once a Disposition Concerns is completed and submitted, it remains in the student's file in the Lauby Teacher Education Center until the faculty member notifies the Lauby Center that it has been resolved. The form also includes a date by which a resolvable disposition can be resolved (It should be noted that not all dispositions can be resolved). This will help clarify how changes are communicated to the Lauby Center and student files updated. The revised Disposition Concerns form will be moved to an action item at our next CTE meeting on 2/7/17.

IV. Action Items: None

V. Discussion Items: None

VI. Announcements and Last Comments

A. Chair: None.

B. Vice-Chair: None.

C. Members:

√ D. Garrahy informed new members and reminded the committee that CTE meetings are the first and third Tuesday of each month and the subcommittees meet the second and fourth Tuesday of each month. The CTE, nor its subcommittees, meet on the 5th Tuesday of the month.

VII. Adjournment

Motion to adjourn: E. Stewart

Second: S. French

Meeting adjourned at 3:55 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, February 7th, 2017 3:20 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: S. Arnett-Hartwick, A. Adkins, A. Azinger, R. Casey, M. Coleman, T. Davis, J. Derden, S. French, D. Garrahy, J. Gorski, L. Haling, O. Landa-Vialard, C. Lawton, T. Lucey, M. Noraian, S. Otto, S. Parry, J. Rosenthal, E. Stewart, N. Tamburo, E. Trunk, N. Uphold, M. Winsor

Absent: S. Jones-Bock, R. Kouba, K. Mountjoy, S. Sanden, S. Semonis, L. Sutton, L. Thetard

Guests: T. Hinkel, B. Jacobsen, M. Monts, E. Palmer, M. Parker, A. Parrott, C. Rutherford

Call to Order by Chair: A. Azinger called the meeting to order at 3:22.

D.Garrahy introduced new CTE member, Tom Lucey, from TCH who is serving as a replacement for A. Meyer this semester.

Roll Call: Conducted by the recorder, M. Coleman.

I. Approval of Minutes from January 17, 2017: Motion to approve the minutes from January 17, 2017:

Motion to approve: A. Adkins

Second: E. Stewart

Minutes were approved unanimously with two abstentions.

II. Subcommittee Reports:

A. Curriculum Committee: No report

B. Student Interests: M. Noraian distributed a handout on “Guidelines for Student Recognition of Excellence Award 2016-17.” M. Noraian also contracted program directors. M. Noraian indicated the committee has another week accepting nominations. So far, response has been a bit slow so CTE members were asked to encourage entrants. Those students who are nominated submit short essay and lesson plans. The focus areas include tech and diversity. Those students nominated must be currently enrolled up to graduating in May, 2017. Submissions are due on March 20th. Faculty are urged to get the word out to students.

The committee also made contact with Design Streak for ideas on “what does CTE mean”. This will be a fall project.

C. University Liaison and Faculty Interests: J. Gorski reported the committee is close to finalizing and submitting by-law revisions. The provision needs to be proofread and then it will be brought to Executive Board soon and then to the full CTE.

D. Vision: D. Garrahy reported the Vision Committee met on March 24, 2017 and this spring semester they will be focusing on establishing the National CBC process for teacher education. The National CBC process was the focus for the fall semester, but the ISBE requirement for the committee to develop a Plagiarism Protocol had to take priority.

Establishing a consistent entry point will be challenging since there are now four different entry points to Teacher Education:

- Native
- Internal Transfer
- External Transfer
- Second Bachelors/Licensure Only

Upon admissions to the university, students must disclose any prior arrests but this may change due to some changes to this policy as reported by J. Rosenthal.

E. UTE Assessment: Defer to Information Items

III. Information Items

1. edDispositions Update: A. Adkins showed updated disposition. The report will be changed to a three column format for most of the dispositions. They are also developing a rubric to measure student progress. N. Latham is also developing a rubric for early childhood programs. National Lewis and Northern Illinois are also developing an edDispositions program. Most programs are or have developed a point in their program to assess their students. All programs will be asked to identify this point in their individual programs. A. Adkins will be sending the documents out to CTE members for feedback. The edDisposition protocol will go into full implementation in the fall 2017 semester. K-12 have identified one or two data points. This will be brought back as an action/discussion item. The update will be sent out electronically with the minutes.

2. ISBE Update: A. Adkins stated they continue discussing common set of elements on feedback from student teachers. They are looking to create 7-10 items non-controversial. The March meeting is cancelled. There will be more discussion in April. They are creating common rhetoric in field about practice.

3. CAEP: D. Garrahy indicated CAEP has provided programs and the EPP (Educator Preparation Programs) with decisions that best fit

their program and EPP, which is different from previous iterations:

- Each program at the Initial and Advanced levels had to decide to either go with their SPA versus No Spa accreditation
- New decision making responsibilities for the EPP – Educator Preparation Program regarding a Standard to be used for assessment (formerly known in NCATE lingo as the “unit” had options as well and we came to this body:

1. On April 19th, 2016, UTEAC recommended to the CTE that we select **Standard 3: Candidate Quality, Recruitment and Selectivity** for “Selected Improvement.”
2. On 5/3/16, CTE voted unanimously to select this standard.

This semester, is our first semester of data collection, followed by fall, 2017 and spring, 2018.

- *EPP self-study is due Summer 2018*
- *Our site visit is Spring 2019*

A. Adkins, E. Palmer, and D. Garrahy will be holding a meeting next week at Lewis University. T. Hinkel, E. Palmer, and D. Garrahy will be attending the national CAEP Conference in March.

We have had a CAEP AdHoc Committee in place since Mid-August with representatives from teacher education, University Assessment Office, graduate programs, provost’s office; and the Lauby Center.

On a final note, we have a colleague from Kean University in New Jersey who serves as the Director of CAEP Accreditation and Assessment for their COE. Kean is close to us in size, graduating about 700 student teachers per year. They are submitting their EPP self-study this semester. They are also beginning the process towards implementing edTPA, so we have much to share with them.

IV. Action Items:

- A. Annual Assessment Review:** A. Adkins moved that the CTE accept UTEAC’s recommendation for an Annual Assessment Review process as outlined in the document in our meeting packet today.
Second: S. Parry
Roll Call vote results: Motion passed to approve the Annual Assessment Review unanimously with two abstentions.
- B. edTPA Plagiarism Protocol:** D. Garrahy moves to adopt and approve edTPA Plagiarism Protocol
Second: M. Lin
Discussion: T. Lucey asked why we have to have a policy when the university already has a plagiarism policy.
The response is that ISBE has mandated we must have a protocol for edTPA plagiarism.
T. Lucey asked why we disrespect students and create a disposition without hearing the student’s side of the story.

Response is that there is a protocol in place with Pearson and the university is not a party to how the plagiarism was determined. E. Palmer noted that once the disposition is filed, the student can appeal to Pearson. If the student is found to not have cheated, the disposition is removed. J. Rosenthal added that Counsel was consulted throughout the process of designing the protocol and that a beginning process must be in place to address any possible plagiarism.

A. Adkins asked for a vote to approve edTPA Plagiarism Protocol before any additional change to the policy is entertained.

Roll Call vote results: edTPA Plagiarism Protocol passes unanimously with one abstention.

- C. Disposition Concerns Revision: A. Adkins moved acceptance to approve the Disposition Concerns Revision
Second: S. Otto
Vote to approve Disposition Concerns Revision:
Roll Call vote results: Motion passed to approve the Disposition Concerns Revision unanimously with one abstention.

V. Discussion Items: None

VI. Announcements and Last Comments

A. Chair:

B. Vice-Chair: None

C. Members:

√ D. Garrahy announced that C. Brown, M. Coleman, E. Stewart, and J. Manfreda have been selected to be bell ringers for this year's Founders Day!

M. Coleman thanked D. Garrahy for her wonderful gesture of nominating them for the honor of being a bell ringer.

VII. Adjournment

Motion to adjourn: E. Stewart

Second: A. Adkins

Meeting adjourned at 4:00 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, March 7th, 2017 3:20 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: S. Arnett-Hartwick, A. Adkins, A. Azinger, M. Coleman, T. Davis, J. Derden, D. Garrahy, L. Haling, S. Jones-Bock, O. Landa-Vialard, C. Lawton, M. Lin, T. Lucey, M. Noraian, S. Otto, S. Parry, S. Sanden, S. Semonis, E. Stewart, L. Thetard, N. Uphold

Absent: R. Casey, S. French, J. Gorski, R. Kouba, C. Lieberman, K. Mountjoy, J. Rosenthal, L. Sutton, N. Tamburo, E. Trunk, M. Winsor

Guests: H. Goldsmith, A. Lyde, M. Parker, A. Parrott

Call to Order by Chair: A. Azinger called the meeting to order at 3:20.

Roll Call: Conducted by the recorder, M. Coleman.

I. Approval of Minutes from February 7, 2017: Motion to approve the minutes from February 7, 2017:

Motion to approve: A. Adkins

Second: E. Stewart

Minutes were approved unanimously with one abstention.

II. Subcommittee Reports:

A. Curriculum Committee: No report

B. Student Interests: M. Noraian reported the committee is summarizing findings from the feedback they received from faculty/students. The summary will be used to create a student designed logo for CTE so that constituents have a better understanding of CTE.

Student award applications were sent out for the essay competition. To date, they have received three submissions and anticipate more.

C. University Liaison and Faculty Interests: Defer to Information Items

D. Vision: D. Garrahy reported the Vision Committee has made outstanding progress on the National Criminal Background Check requirement (NCBC). Their main challenge was establishing when to implement the National CBC due to Teacher Education having four entry points:

- Native student
- Internal Transfer
- External Transfer
- Second Bachelors/Licensure Only

The committee determined that including a pre-requisite in every clinical course that would have a NCBC would be the easiest solution. J. Rosenthal informed the committee it would not require a curriculum proposal and he will be able to do a blanket substitution change. The committee also checked with Campus Solutions and they can make the requirement work, as well.

S. Otto asked if it will be renewable to avoid students going through the Lauby Teacher Education Center.

D. Garrahy responded that the National CBC will only need to be completed once for Illinois State University. Part of the proposed process will include teacher candidates signing a waiver indicating they will notify the Teacher Education Center if their criminal background status changes after their NCBC submission. Teacher candidates will continue to need to meet the criminal background check requirement for each school district/agency, as required by School Code.

E. UTE Assessment: No report

III. Information Items

1. Review of Proposed CTE Bylaws: S. Jones-Bock indicated that D. Garrahy had sent out the bylaws and revisions last week to CTE members. The University Liaison and Faculty Interests committee did a lot of cleaning of the bylaws. There were revisions done in 2012, 2015, for various reasons had not made it through committees and Senate approval, so the ULFI subcommittee started with those revisions and ideas. The main changes are:

- Editing
- Construction of CTE subcommittees as they appear today
- Removal of the Teacher Education Review Board process from the bylaws

D. Garrahy and Dean Schoon previously met with Dr. D. Holland, when he was Chair of the Academic Senate. The TERB process was never meant to be part of the bylaws.

Discussion: Minor edits from S. Otto and one question. Art. 6, Section B on quorums – does the simple majority include voting members or also non-voting members? This will be clarified by the subcommittee.

A. Adkins thanked S. Jones-Bock and S. Hildebrandt for their hard work on the revisions.

Motion: To suspend the rules and move approval to an action item today. A. Adkins
Second: S. Parry
Motion was passed unanimously.

Motion: Approval of the Bylaws and move forward to the Senate for approval pending minor editorial changes and question regarding voting members for a quorum. A. Adkins
Second: S. Parry
Motion passed unanimously.

IV. Action Items: None

V. Discussion Items: None

VI. Announcements and Last Comments

A. Chair:

B. Vice-Chair: None

C. Members:

- √ D. Garrahy announced the Spring Colloquium “For the Language of Love”, fostering multilingualism is March 30th from 5:30 – 8:30 at Old Main. The Council for Teacher Education is co-sponsoring this event. K. Beeman will be the keynote speaker: “A Strength-based Approach to Working with Bilingual Students: Si se puede!”
- √ O. Landa-Vialard announced that Braille Birds will be hosting “Dinner in the Dark” on Saturday, April 8th from 6:00 – 8:30 p.m. at the ISU Alumni Center. There will be an opportunity to be blindfolded before dinner to know what it is like to be blind and not see. Guest speaker is Steve Baskis. A flyer will be sent and posters will be put up regarding the event. Tickets will be able to be purchased online.

VII. Adjournment

Motion to adjourn: E. Stewart
Second: A. Adkins
Meeting adjourned at 3:40 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, March 21st, 2017 3:20 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, S. Arnett-Hartwick, A. Azinger, R. Casey, M. Coleman, J. Derden, S. French, D. Garrahy, L. Haling, S. Jones-Bock, R. Kouba, O. Landa-Vialard, C. Lawton, M. Lin, T. Lucey, M. Noraian, S. Parry, S. Semonis, E. Stewart, L. Thetard, N. Uphold, M. Winsor

Absent: T. Davis, J. Gorski, C. Lieberman, K. Mountjoy, S. Otto, J. Rosenthal, S. Sanden, L. Sutton, N. Tamburo, E. Trunk

Guests: C. Borders, B. Jacobsen, A. Lyde, E. Palmer, M. Parker

Call to Order by Chair: A. Azinger called the meeting to order at 3:20.

Roll Call: Conducted by the recorder, M. Coleman.

I. Approval of Minutes from March 7, 2017: Motion to approve the minutes from March 7, 2017:

Motion to approve: A. Adkins

Second: E. Stewart

Minutes were approved unanimously with no abstentions.

A. Adkins motioned to add SED modules as an Information item.

A. Azinger approved to amend agenda to include Information item.

II. Subcommittee Reports:

A. Curriculum Committee: No report

B. Student Interests: No report

C. University Liaison and Faculty Interests: No report

D. Vision: No report

E. UTE Assessment: No report

III. Information Items

1. CAEP Update: D. Garrahy distributed handouts of the CAEP 2013 Standards, CAEP 2016 Standards, and InTASC standards. D. Garrahy reported the CAEP Advanced Standards for Graduate programs were approved in the fall of 2016. At that time, it was unclear as to which graduate programs at ISU would need to go through accreditation. Since then, ISBE has clarified that only Graduate programs that lead to advanced licensure must go through accreditation.

D. Garrahy, A. Adkins, and E. Palmer met with undergraduate program directors and gave an overview of the CAEP process. Information regarding the initial standards were distributed. A. Adkins added that if a program has a program review and reports to ISBE, then it is a part of the CAEP accreditation.

D. Garrahy reiterated the CAEP process for undergraduate accreditation will prove to be very different from any NCATE experience. In this new process, each teacher preparation program had a choice of whether to go through accreditation through their SPA or without their SPA. Most ISU programs chose to go the no-SPA route. The important take from this is that programs were allowed to choose the method best suited for their program which is a significant change from past accreditation processes.

Additional choices regarding CAEP accreditation were made by CTE. CTE members chose the Selected Improvement Pathway for submission. A final choice was deciding which standard ISU would choose to use. ISU and CTE have selected Standard 3 – *Candidate Quality, Recruitment, and Selectivity*.

Another piece of the accreditation will be the role that program directors will be asked to take. D. Garrahy sent a survey to the program directors to gauge the amount of data/evidence we have in place and what we still need to generate. Our self-study is due during the summer of 2018. At that point, ISU must have all the program data aggregated by program.

D. Garrahy commented on each standard and some of the data/evidence we can use to demonstrate attainment:

Standard 1 – Content and Pedagogical Knowledge: We will use edTPA, edDispositions, and formative pedagogy assessments to name a few. We will also look at technology closer to see how it is used across campus.

Standard 2 – Clinical Partnerships and Practice: Examining how we regularly engage with our school partners is an important source of data for this Standard. Some programs have successful advisory councils. Our lab school partners are implementing a new pre-student teaching clinical experience process, and we will be looking at our Professional Development Schools. Our clinical experience documentation forms provide a great deal of data we can use, including but not limited to diverse settings.

Standard 3 – Candidate Quality, Recruitment, and Selectivity: A. Adkins indicated that J. Rosenthal is working with our Planning, Research and Policy Analysis office (PRPA), to obtain data on our candidates, such as GPAs, composite ACT/SAT, etc. Our disposition concerns process will also help. What is missing at this point is a recruitment plan, a planning process and a way to assess that plan. Recruiting is something relatively new to ISU, as we have not had to engage in formal recruitment to bring students to our teacher education programs. We will be collecting data on the results of the plan.

Standard 4 – Program Impact: A survey will be developed to measure employer and completer satisfaction. ISBE will take a more active role in this process and make it part of the licensure process. This will provide some longitudinal data for us.

Standard 5 – Provider Quality Assurance and Continuous Improvement. Our transfer program requirements will be examined. E. Palmer noted we have very few edTPA retakes (14 out of 800 students) which validates the high quality of our program completers. On August 15th (9:30 am – 12:00 pm) and August 16th (1:30 pm – 4:00 pm), D. Garrahy and E. Palmer will meet with faculty and university supervisors from all teacher education programs implementing edDispositions. The focus of this meeting will be to complete training on edDispositions and to gather inter-rater reliability data.

A. Adkins indicated they could use a survey to administrators. D. Garrahy added that T. Hinkel could access the information for the administrators.

2. Learning Modules: A. Adkins spoke about an issue that has come to her attention with regard to our students and their ability to work with students with disabilities. Some of our students are coming back from their clinicals reporting they do not have enough experience or expertise in working with students with disabilities. Addressing this issue without adding to our students' course loads will be challenging. A working group of A. Adkins, L. Thetard, C. Courtad, and S. Jones Bock met to brainstorm possible solutions. They have developed a learning objective of "understanding appropriate accommodations and being able to implement them," and identified a set of existing, high quality, online modules that would address that objective. These modules were developed at Vanderbilt University and would be available to our students. Approximately 20-24 modules may be included based on an initial examination of the modules but A. Adkins noted the process is far from finalized at this time. This concept will be explored via committee and then be brought back to CTE with information and a possible vote. Some programs already have a course in their curriculum that addresses this area so those programs would need to be examined as the process moves forward. A. Adkins asked M. Noraian to get feedback from the Student Concerns Committee.

IV. Action Items: None

V. Discussion Items: None

VI. Announcements and Last Comments

A. Chair:

B. Vice-Chair: None

C. Members:

√ D. Garrahy announced S. Kalter updated her regarding the progress of our new bylaws as they go through Academic Senate approval. Currently, the bylaws may not make it through the rules committee by the end of the semester, which would mean that they may not be considered until the fall.

VII. Adjournment

Motion to adjourn: E. Stewart

Second: A. Adkins

Meeting adjourned at 4:00 p.m.

Illinois State University

Council for Teacher Education

Tuesday, April 4th, 2017 3:20 p.m. - 4:30 p.m.

DeGarmo Hall, Room 551

Minutes

Members Present: A. Adkins, S. Arnett-Hartwick, A. Azinger, M. Coleman, S. French, D. Garrahy, L. Haling, S. Jones Bock, O. Landa-Vialard, C. Lawton, M. Lin, T. Lucey, K. Mountjoy, S. Parry, J. Rosenthal, S. Sanden, S. Semonis, E. Stewart, L. Thetard, E. Trunk, N. Uphold

Absent: R. Casey, T. Davis, J. Derden, J. Gorski, R. Kouba, C. Lieberman, M. Noraian, S. Otto, L. Sutton, M. Winsor

Guests: T. Hinkel, A. Lyde, M. Parker, A. Parrott Call to Order by Chair: A. Azinger called the meeting to order at 3:20. Roll Call: Conducted by the recorder, M. Coleman.

I. Approval of Minutes from March 21, 2017: Motion to approve the minutes from March 21, 2017: Motion to approve: A. Adkins Second: E. Stewart Minutes were approved unanimously with no abstentions. II. Subcommittee Reports:

A. Curriculum Committee: S. Parry reported there were two proposals:

1. Revision of Math 201: Change a prerequisite – approved

2. Revision of the French teacher education sequence: Deletion of four classes and the addition of three new ones; partly to take into account changes in the discipline, as well as how the personnel who teach French has changed over time – recommend approval Motion to approve revision of French teacher education sequence: E. Stewart Second: A. Adkins Revision of French teacher education sequence unanimously approved.

B. Student Interests: No report C. University Liaison and Faculty Interests: No report

D. Vision: D. Garrahy reported the committee is working on the National Criminal Background Check process. The CTE approved moving forward with the concept of one time universal National CBC but there are many details to be worked out. D. Garrahy reported on a number of issues that the committee will be taking up:

* Campus Solutions indicated they can accommodate our NCBC process. A NCBC perquisites would be placed in every teacher education course with a clinical experience.

* While Mennonite College of Nursing has shared their CBC documents with us, we have some unique concern that need addressed.

* Managing CBC results – this will be a detailed process and we will have to identify how students will be notified will need to be determined. Faculty will need to be involved.

* The committee is reviewing several templates to be used in the process.

* As the NCBC will only be completed by the teacher candidate one time, it will be the candidate's responsibility to notify the Lauby Center with any criminal changes.

* The committee will also develop the process for managing the NCBC results. CELP staff will need to be identified with the appropriate security clearance to receive the NCBC.

* Moving to the National CBC process requires changes to documents, university catalog, Legal and Ethical Conduct form, and the Teacher Education website.

D. Garrahy added we have individual program handbooks and student teaching handbooks, we do not have a general teacher education handbook and this is a topic that needs discussed. E. Stewart asked the status of the state having one CBC to share with all schools/districts. A. Adkins responded this is unable to happen due to many issues at the state level. D. Garrahy noted we cannot share a student's BC with any other agencies. Every school is required to have their own CBC process and they are not supposed to be using Illinois State's results. However, some schools are probably using our CBC process as their own.

E. UTE Assessment: A. Adkins reported the committee has continued their discussion of edDispositions. The committee will be ready to go online with this process in the fall. The committee will be bringing a recommendation to the April 18th meeting, with hopes of voting on the proposal at the following meeting.

III. Information Items 1. Special Education Modules for K-12/Secondary Programs: A. Adkins reminded the committee the special education modules are designed to address gaps in our student's preparation to deal with IEP's and 504's. A. Adkins, L. Thetard, and C. Courtad went through a series of 12 IRIS modules made available from Vanderbilt University to make appropriate recommendations. A. Adkins thanked L. Thetard for her feedback. They have determined that the modules are a step ahead from where are candidates are and some of the modules are dated from 2012 and 2004 with the absence of information.

Discussion:

O. Landa-Vialard asked if we can do something regarding the concerns. S. Jones Bock responded some options exist in the Special Education elementary course sequence including some introductory modules that could fill the gap between where our students currently are and the level of the Vanderbilt modules. The concerns with the modules would be reviewed in the summer and recommend it goes to the Curriculum Committee. We have the skills in SED to develop the modules.

E. Trunk asked if the modules would be completed in one semester. A. Adkins feels it could take students approximately two days to go through them and is a reasonable time commitment. Also, it would be ongoing professional development as students could go back and review the modules at any time. L. Haling asked if this would be a requirement for K-12 and secondary. A. Adkins indicated it would be for the secondary programs that felt they needed it as some programs have already put some coursework in place and would not require it. M. Winsor from Math contacted A. Adkins and asked if the teacher education candidates would take SED 101 or do the modules for 3 credit hours.

L. Thetard stated in English the teacher education candidates already complete 216. Timing will be for the secondary programs that felt they needed it as some programs have already put some coursework in place and would not require it. M. Winsor from Math contacted A. Adkins and asked if the teacher education candidates would take SED 101 or do the modules for 3 credit hours.

L. Thetard stated in English the teacher education candidates already complete 216. Timing will be crucial for students to get the modules at a point in their program where it can help them with clinicals. S. Jones Bock added there are school settings where school staff members are not being responsive to needs of students and their parents. She gave an example of a school that was not willing to comply with IEP/504 regulations at a parent's request. This highlights the need to familiarize our teacher candidates with this type of knowledge and content. A. Adkins is recommending it go to the CTE curriculum committee to work through the process for the modules. S. Parry requested a charge to her Curriculum Committee to move forward with this and A. Adkins, S. Jones Bock, and L. Thetard will provide related correspondence.

IV. Action Items: None

V. Discussion Items: None

VI. Announcements and Last Comments A. Chair: None B. Vice-Chair: None C. Members: None

VII. Adjournment Motion to adjourn: E. Stewart Second: S. French Meeting adjourned at 3:40 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, April 18th, 2017 3:20 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Azinger, R. Casey, M. Coleman, T. Davis, J. Derden, S. French, D. Garrahy, L. Haling, S. Jones Bock, R. Kouba, C. Lawton, M. Lin, T. Lucey, M. Noraian, S. Otto, S. Parry, S. Sanden, E. Stewart, L. Thetard, N. Uphold

Absent: S. Arnett-Hardwick, J. Gorski, O. Landa-Vialard, C. Lieberman, K. Mountjoy, J. Rosenthal, S. Semonis, L. Sutton, E. Trunk, M. Winsor

Guests: H. Goldsmith, T. Hinkel, B. Jacobsen, M. Parker, L. Randles, A. Parrott, J. Watson

Call to Order by Chair: A. Azinger called the meeting to order at 3:20.

Roll Call: Conducted by the recorder, M. Coleman.

I. Approval of Minutes from April 4, 2017: Motion to approve the minutes from April 4, 2017:

Motion to approve: A. Adkins

Second: E. Stewart

Minutes were approved unanimously with one abstention.

II. Subcommittee Reports:

A. Curriculum Committee: No report

B. Student Interests: M. Noraian reported the committee is in the process of working through student submissions for the COE awards. They received 24 submissions and have narrowed the submissions to 10. In the next two weeks, they will finalize the three winners of the awards. The winners will receive a letter and will be recognized at the fall COE award ceremony.

C. University Liaison and Faculty Interests: No report

D. Vision: D. Garrahy reported the committee members met electronically and received template assignments to work on regarding the CBC and will be meeting next week to review them.

E. UTE Assessment: A. Adkins will report in Information Items.

III. Information Items

1. Update on CAEP accreditation preparation: A. Adkins and D. Garrahy met with TCH, SED, and EAF, the advanced programs included in our accreditation cycle. From this meeting consensus was formed to provide CAEP with the minimum required for our 2018 self-study. D. Garrahy will annually update CAEP after the 2019 site visit as to progress made with the advanced program plan.

Initial licensure programs have all received a survey from D. Garrahy and E. Palmer seeking program information related to accreditation. The next step will be require program directors/program coordinators, Professional Ed Sequence faculty (TCH and EAF), and the Department of Psychology, to review the IPTS Program Alignment Matrix, last updated in 2014. This will be sent out by the end of this week and will be due back to D. Garrahy by June 30.

S. Otto asked who it will go to in EAF.

D. Garrahy responded the chair of the departments and for EAF it would go to L. Sutton.

S. Otto asked if it could also be sent to P. Hoff.

D. Garrahy will include P. Hoff and will send to L. Haling in TCH and the point people for TCH 212, 214 and 216.

2. UTEAC Recommendations: edDispositions: A. Adkins distributed a hand-out of the Professional Educator Disposition Assessment, which was also sent electronically, and gave a brief history of this effort. Work on this effort began approximately four years ago with the Assessment Committee taking the lead, consisting of N. Latham, K. Appel, and A. Adkins. They favored a more positive, proactive program to supplement the Disposition Concerns form. Their goal was to have the indicators align with IPTS, Danielson framework, and the Illinois Educator Code of Ethics.

A prototype was articulated to see what disposition indicators look like in our clinical settings. This was piloted over two years and they have received feedback from faculty, university supervisors, and our colleagues at Lewis University. The feedback was taken into consideration to develop the current form. The form identifies four levels: Unacceptable, Developing, Acceptable, and Exemplary, for use in describing students in a clinical setting. All of the dispositions do not currently have a descriptor at each of these levels (for example, one cannot be more Honest than the Acceptable level). This is not the final assessment and the committee is looking for feedback. Most teacher education programs have the edDisposition assessment in place in at least one point in their sequence of classes, and K-12 programs are using it in two places. The point in the program to insert the edDisposition is at the programs' discretion due to wide variety in class sequencing among the various programs. The committee sees the assessment as being used in the accreditation process as a baseline measure. Some programs may have some subject specific descriptors and these remain to be developed and articulated. A. Adkins envisions some programs adapting their own program specific measures.

If a program does come up with their own version, they would then bring it to CTE as needed. Inter-rater reliability and content validity measures will be done on the document as well. The levels were modeled after the CAEP assessment. This document can be used for data collection. There is room to write in other indicators but the aim is to know where the students' performance is.

D. Garrahy stated an email was sent out with two dates and two times for one representative from each program to attend.

Comments: T. Lucey stated that UTEAC did a wonderful job putting the rubric together and commended the group for the process. T. Lucey's concern is whether it truly measure the teacher candidate versus our (teacher education faculty) assessment of them. T. Lucey's comments centered on whether the document truly identifies non-academic issues or conduct that could prevent a student from being successful and questioned the respectfulness of the document.

E. Stewart added that we should be able to collaborate and get along with co-workers. The teacher candidates are our mentees.

S. Jones Bock indicated we are providing tools and it is our obligation to identify students who have possible difficulties in a school setting and collaboration is huge. We meet with them if they are not participating in groups and set goals.

T. Lucey added the concern is the way they are presented.

S. Otto stressed how students must interact and work with everyone at a school and deal with a broader learning community.

A. Adkins underlined how the edDisposition is not a "gotcha" tool, it is instructional and a formative piece in how it looks at professional practice. Evidence displays those traits. We will take feedback and take to assessment committee.

M. Morey asked for clarification on how programs could devise their own document that was content specific. TCH has a growth model for elementary faculty and can they use it?

A. Adkins indicated that schools/departments should bring these documents to the assessment committee. They will look to see how to work it into the system. There have to be 5 key assessments. Work on a document that is decision-making, collaboration as program innovates; attach validity and inter-rater reliability.

D. Garrahy voiced a concern that there might be multiple variations of the form which would be problematic in identifying a consistent message to present from an EPP (Educator Preparation Program) viewpoint to CAEP in our self-study report. A. Adkins did not share this concern.

L. Haling asked when edDisposition is an Action item--are we adding edDisposition as part of the Assessment? S. Sanden asked also for clarification on the process of moving forward.

A. Adkins responded that programs will determine how and when to implement it as they will know the best place in their program to get useful information. We are approving the practice, not the document.

D. Garrahy provided additional perspective – this conversation has been ongoing for 4 years and it started by indicating we needed something positive for our students and model positive behavior. Out of 3600 TED candidates, there are not that many dispositions. A disposition is warranted if a student does not show up to a clinic, does not show up for an interview, nor shows up for an appointment. The majority of students do a fantastic job.

M. Noraian asked about developing same language across the board (edTPA, Danielson, edDispositions).

D. Garrahy responded that we are not obligated to use only CAEP language. We are responsible to ISU and we just need to use language that is pertinent to us and our program.

A. Adkins supported a four level rubric so that all the responses would not fall to the middle as they would with a three level rubric.

E. Stewart shared the importance of discussing the ranking with students so they understand where they stand and where they need to improve.

The logistics currently are to implement the document via LiveText recognizing that Teacher Candidates purchase it at different points in their program.

L. Thetard stated their students complete edDispositions as a self-reflective summative assessment in student teaching..

IV. Action Items: None

V. Discussion Items: None

VI. Announcements and Last Comments

A. Chair: None

B. Vice-Chair: None

C. Members: None

VII. Adjournment

Motion to adjourn: E. Stewart

Second: A. Adkins

Meeting adjourned at 4:13 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, May 2nd, 2017 3:20 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Azinger, R. Casey, M. Coleman, T. Davis, J. Derden, S. French, D. Garrahy, L. Haling, S. Jones Bock, C. Lawton, M. Lin, T. Lucey, M. Noraian, S. Otto, S. Parry, J. Rosenthal, S. Semonis, E. Stewart, L. Thetard, E. Trunk, N. Uphold, M. Winsor

Absent: S. Arnett-Hardwick, J. Gorski, R. Kouba, O. Landa-Vialard, C. Lieberman, K. Mountjoy, S. Sanden, L. Sutton

Guests: C. Borders, T. Hinkel, B. Jacobsen, M. Monts, H. Olsen, E. Palmer, M. Parker

Call to Order by Chair: A. Azinger called the meeting to order at 3:20.

A. Azinger thanked D. Garrahy for providing refreshments for the members and celebrating the work that CTE members did all year, in addition to the ones that have served and are retiring and/or leaving.

Roll Call: Conducted by the recorder, M. Coleman.

I. Approval of Minutes from April 18, 2017: Motion to approve the minutes from April 4, 2017:

Motion to approve: A. Adkins

Second: S. Parry

L. Thetard made an amendment to minutes: English Teacher Education program does a summative assessment of edDispositions in the final student teaching assessment. In pre-student teaching methods courses, teacher candidates complete self-reflections.

Amended minutes were approved unanimously with no abstentions.

II. Subcommittee Reports:

A. Curriculum Committee: S. Parry reported the committee has one proposal that needs voted on: The Middle Level Teacher Education program is removing one hour of TCH 101 from the major since there was duplicate coursework involved. The committee recommends approval of the motion.

Move to approve deleting one hour in Middle Level Teacher Education: S. Parry

Second: S. Otto

Motion was unanimously approved.

B. Student Interests: M. Noraian thanked the committee for their two major accomplishments this semester. First, was the brainstorming session led by students to answer “What is CTE?” In the fall, a design group with the committee will work on brainstorming to produce a logo for CTE. As planning continues in the fall, the committee will keep CTE updated on their progress. The goal for CTE members to be more visible to students to identify staff/faculty affiliated with CTE.

The second accomplishment was selecting recipients of the Student Recognition of Excellence Award. Of the 24 teacher education programs on campus, 22 submitted candidates for the awards. There were 36 students nominated for the award in which 24 students met the requirements. The topics were related to technology and diversity and included a lesson plan focused on technology. There were six members of the committee that reviewed the submissions and selected the winners. Each member reviewed over 15 applications so each submission went through multiple rounds of review. The members consisted of:

- Julie Derden
- Gary Higham
- Monica Noraian
- Sherry Sanden
- Nicole Uphold
- Anne Totheroh

The three award winners are:

1. Alexandria Harris - Art
2. Allison Metz - Communication
3. Katie Tollakson – Mathematics

Each winner will be recognized in the fall at the College of Education Awards ceremony. Each were awarded \$1000. M. Noraian thanked the members for all their time and effort in the selection process. D. Garrahy appreciated the personal touch that M. Noraian gave to the entire process.

C. University Liaison and Faculty Interests: No report

D. Vision: D. Garrahy reported the committee met, developed, and reviewed initial drafts of documents in transitioning to the National Criminal Background Check. The meeting was very productive with various tasks assigned to members. The second round of drafts will be brought to CTE 9/19/17. The committee will wrap up its work for the semester on May 16th. The first CTE meeting is 9/5/17.

E. UTE Assessment: No report

III. Information Items

1. Update on Senate Bill 1123: A. Adkins gave overview of the Basic Skills discussion – Senate Bill 1123 proposed a 3rd alternative to enter Teacher Education in addition to our current entry requirements of

1. Passing the TAP test of
2. Achieving a designated ACT score (22) of comparable SAT

The proposal would allow entry to Teacher Education programs with a GPA of 3.0 in General Education studies. This discussion is in line with deans from various public institutions talking to ISBE and realizing that proficiencies can be seen in a number of ways in addition to standardized tests.

A. Adkins thinks this could be a reasonable alternative. Students that are enrolled in advanced courses but did not do well on ACT, could have a transcript review. ISBE says not all college courses are the same. However, Emily Fox and Tina Dimmitt from ISBE are open to further conversation for finding highly skilled candidates and getting them into our teacher education programs. Another discussion point is to look at a percentage of students who are meeting various standards. A. Adkins encouraged people to reach out to our local state senator Jason Barickman and letting him know where we stand in favor of alternate way for Basic Skills.

J. Rosenthal will reach out to Jonathan Lackland for options.

S. Otto added written testimony is very effective and more compelling coming from an individual rather than small groups.

IV. Action Items:

A. edDispositions: A. Adkins reminded the committee that this material was discussed at the last CTE meeting.

Motion: A. Adkins move that the Council for Teacher Education accept UTEAC's recommendation to implement edDispositions as part of our performance based assessment system. Programs will determine where the assessment best fits and communicate that decision to UTEAC and the Director of the Lauby Teacher Education Center. Programs that are interested in refining edDispositions to more fully reflect their specific dispositional interests will work with UTEAC to review and approve a different measure.

Second: S. Parry

Discussion: None

Motion was approved unanimously.

V. Discussion Items: None

VI. Announcements and Last Comments

A. Vice-Chair: S. Parry thanked everyone for their work all year and especially A. Adkins for all her work on CTE over the last several years.

B. Members:

√ *D. Garrahy* thanked A. Azinger for stepping in as acting Dean of COE this year. She also acknowledged the following members who are completing their terms: M. Lin, L. Thetard, and O. Landa-Vialard. *D. Garrahy* thanked S. French and T. Davis for agreeing to serve another three year term beginning in fall, 2017. She also recognized E. Stewart and M. Coleman, retiring after this semester, for their long service on CTE and A. Adkins who will be leaving for a new position in June.

√ *M. Coleman* thanked the committee for the opportunity to be involved in CTE and remarked that it was inspiring to be part of one of the best teacher education programs in the country and to be involved in putting out the best possible teachers in the state.

√ *E. Stewart* announced he was proud to be part of this for the past 18 years.

C. Chair: A. Azinger thanked everyone for their work and noted how he enjoyed getting to know the CTE members. He was appreciative of all members but especially S. Parry, D. Garrahy, and A. Adkins for helping him with the learning curve as he transitioned into the role of acting Dean.

VII. Adjournment

Motion to adjourn: E. Stewart

Second: A. Adkins

Meeting adjourned at 3:42 p.m.