MINUTES OF THE EXECUTIVE COMMITTEE
COUNCIL ON TEACHER EDUCATION

May 8, 2002
3:10 p.m.-5:20 p.m.
Room 242, Education Building

MEMBERS PRESENT: Susan Fowler, Cheri Carlson (for James Leach), Gary Crull (for Kim Graber), Joe Harper, Eve Harwood, Christine Jenkins, Brenda Lindsey, Keith Marshall, Ann Mester, Trudy Walters, Patricia Wojtowicz, Chet Zych

MEMBERS ABSENT: Ave Alvarado, John Grashel , Marisa Ptak, Linda Sloat, Leigh Witt

OTHERS PRESENT: Violet Harris, Head, Department of Curriculum and Instruction, Marge Jerich, CTE staff

1. Approval of Minutes, Announcements, and Additions to Agenda

a. The meeting was called to order by Benson at 3:10 p.m. Benson asked if there were any additions or corrections to the minutes of March 13, 2002. Harwood, seconded by Crull, moved approval of the minutes as presented. Unanimously approved.

b. Zych reported that ISBE personnel with less than 14 years of experience have been given layoff notices. This includes personnel in the areas of program approval, testing, and certification, which could result in serious implications for CTE and programs.

Zych distributed CTE policy updates for CTE policy manuals.

Benson announced that all stipends for faculty who worked on the ISBE review have been transferred to specific college accounts. The deans will, in turn, distribute those funds to the department heads. Department heads are responsible for distributing the funds to appropriate faculty. Both FAA and LAS confirmed that they have received the funds. Should a problem occur, Benson recommended that colleges contact Sharon Ward for the college account number used for stipend transfers.

c. Benson requested that ED PR. course numbering be added to the agenda as items 3 g. There were no objections.

2. Proposals:

a. Zych announced that the program revisions for special education and music have been forwarded to the Senate from the Educational Policy Committee. The Senate Educational Policy Committee will consider the proposed revisions to Social Studies in September.

3. Matters for Discussion/Action:

a. Reading Course Option: Benson introduced Violet Harris, Head, Department of Curriculum and Instruction, who was invited to the meeting to discuss possible options for satisfying the new
common core standards in language arts and the reading component of the content standards. Benson noted that all teacher preparation programs must meet this standard by July 1, 2003. Committee members discussed various possibilities and came to the general conclusion that the general education course requirements would most likely not meet state expectations for the common core language arts requirement. The broad range of offerings in various sections would not allow for the type of assessment that ISBE expects.

Harris offered to work with the various programs to fulfill the standards. She described current models that departmental faculty have discussed and, in particular, a course option that may fulfill the requirement. The Division of Language and Literacy is willing to develop a course that would meet the reading standards. Harris presented two possible models: 1) a lecture/discussion format in which the discussion sections would be content specific and 2) an on-line lecture format. Both models would require a large number of teaching assistants.

Members discussed possible course content and explored the needed number of sections and credit hours required. Almost all of the teacher preparation programs need to add this content and several hundred students would take it each year. If a course was developed, the committee consensus leaned toward a low (1 or 2) credit-hour course.

Harwood wondered if there were creative ways to meet this requirement without adding another course to already packed programs. She suggested the development of on-line materials that could be presented in modules.

Harris offered to take the committee’s input back to the C & I faculty for further discussion and join the committee again at its June meeting. Committee members will talk with faculty in their programs as well. Benson noted that the program revisions must be in place for fall, 2003.

b. CTE Executive Committee Membership 02-03: Benson reported that Fowler sent a note to college deans requesting their designees for next year’s executive committee. She recommended that deans reappoint the same individuals.

Benson announced that Trudy Walters will not be serving on the executive committee next year and asked members to send her suggestions for a P-12 representative. Bonnie Armbruster has agreed to serve as a faculty representative next year. Marisa Ptak has agreed to continue as a student representative, but Benson would like recommendations for a student to replace Leigh Witt, who is graduating. The Clinical Experiences Program Coordinators will elect a replacement for Patricia Wojtowicz at their next meeting.

c. Area of Specialization Committee Members 02-03: Benson reported that, to date, there have been no recommendations received for area of specialization committee (ASCs) members for next year. Based upon the comments from the ISBE review, there will be a need to closely look at the strengths and weaknesses of the ASC’s. An updated version of Area of Specialization Committees (Authorization and Purposes) was provided to the committee. Benson suggested that this document would need to be revised as the committee reviews the responsibilities and functioning of ASC’s. Given the amount of work to be accomplished next year, it is important the ASC membership be established as soon as possible.

d. and e. Proposed Timeline for Program Revisions & ISBE Exit Interview Summary:
Benson presented a summary of the ISBE exit interview to provide background for discussion of the proposed Professional Education Preparation Programs Alignment Timeline.

Benson summarized key themes that emerged from the April on-site visit exit interview with our ISBE liaison, Marti Woelfle. The verbal report conveyed that we have met five out of the six standards with standard 2, assessment, not met. It was conveyed that the Conceptual Framework needs significant further development. Since the Conceptual Framework impacts all of the standards, weaknesses were noted in all of the standards with the exception of diversity. Questions were also raised regarding the CTE governance structure. The view was expressed that there are no clear lines of authority within the unit. Therefore, the ISBE team report will recommend to the State Teacher Certification Board that UIUC be accredited with conditions.

A draft copy of the team report will be sent to CTE by the end of May. CTE will have thirty working days to review the report and make corrections of any factual errors. Woelfle will send the final report to CTE thirty days later. CTE will have the opportunity to file a rejoinder before this report is presented to the State Teacher Certification Board, which will make its final decision on accreditation at the end of December.

Based on this decision, either a focused visit or another report will need to be completed by June 30, 2003 showing progress toward addressing and meeting all standards. By August 2002, however, Woelfle expects a report on the progress we are making in addressing these issues. In order to meet these deadlines and assure that programs are in alignment with state standards by July 1, 2003, timely and serious work needs to begin as soon as possible.

Benson reviewed a draft timeline for bringing all programs into alignment with the new standards. Harwood suggested that sample copies of matrices as well as information from peer institutions would be helpful in this process.

Benson suggested that a program alignment coordinator be identified from each program to serve as a point person during this process. Programs, as they currently exist, will not meet the new standards. Matrices will need to be completed in great detail in order to satisfy ISBE and the executive committee will be asked to review all of the matrices as well as proposals for program revisions. We cannot rely solely on ASC’s to accomplish the work that must be done in the coming year. Fowler will send a letter to the deans requesting the appointment of a program alignment coordinator for each program. There may also need to be a discussion about compensation of some kind for this individual.

Benson also suggested that a sub-committee be formed to begin review of and propose revisions to the Conceptual Framework. Bonnie Armbruster, Lizanne DeStefano, Susan Fowler, Eve Harwood, Patricia Wojtowicz and Chet Zych have agreed to serve on the committee.

f. CTE Retreat Planning: Benson suggested that a full-day retreat be held in order to provide time for in-depth discussion of the concerns raised by the ISBE review. Members agreed upon July 1 for the retreat. The retreat will focus on 1) the pros and cons of joining NCATE; 2) strengths and weaknesses of the area of specialization committees; 3) common core expectations for early field and student teaching experiences, university supervisors, and clinical experience program coordinators; and 4) CTE governance.
g. **ED PR. Course Numbering:** Discussions of this item was postponed to a future meeting.

4. **Updates/Reports**

   a. **Testing Information Update:** Zych updated members on the status on senate bill 1953. To date, the bill is in the 3rd reading and about to be voted upon. The bill was amended to say that beginning with the 2004-2005 academic year, candidates are prohibited from student teaching until they have passed the subject matter test in the discipline in which he or she will student teach. The bill will also require that candidates pass the Basic Skills test prior to admission to a teacher preparation program.

   Zych reported that the new content area exams are scheduled to be administered in summer, 2004. The current content area test will be honored for 5 years if taken before July 1, 2004, provided that there is no change in the rules. Zych recommended that we closely watch the rules. Effective July 1, 2003, candidates will need to pass the Assessment of Professional Teaching (APT). There will be a separate test for early childhood, elementary, secondary, and special K-12. If a candidate does not graduate until August, 2003 they will need to take the APT test.

5. **Information Items**

   a. **Title II Report Card:** No discussion.

6. **Adjournment:** The meeting adjourned by consensus at 5:20 p.m.

**Future meetings:** All meetings are scheduled for 3-5 p.m. in 38C Education Building, unless otherwise noted.

- June 12, 2002
- July 1, 2002, CTE Retreat
- July 10, 2002
- August 21, 2002
- September 18, 2002
- October 16, 2002
- November 20, 2002
- December 18, 2002
- January 22, 2003
- February 19, 2003
- March 19, 2003
- April 16, 2003
- May 14, 2003