MINUTES OF THE EXECUTIVE COMMITTEE  
COUNCIL ON TEACHER EDUCATION  
November 20, 2002  
2:07 p.m.-4:50 p.m.  
Room 242, Education Building

MEMBERS PRESENT: Bonnie Armbruster, Anna Ball (for Joe Harper), Sheryl Benson, Cheri Carlson, Susan Fowler, John Grashel, Eve Harwood, Christine Jenkins, James Leach, Brenda Lindsey, Keith Marshall, Ann Mester, Marisa Ptak, Cathy Simon, Linda Sloat, Chet Zych

MEMBERS ABSENT: Ave Alvarado, Gary Crull, Lasonya Harris, Diane Ore

OTHERS PRESENT: Marge Jerich, CTE staff

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

a. The meeting was called to order by Benson at 2:07 p.m. Benson asked if there were any additions or corrections to the minutes of September 18, 2002. Mester, seconded by Armbruster, moved approval of the minutes as presented. Unanimously approved.

b. Benson reported that Cheryl Douglas participated in the APT test analysis at ISBE. Douglas reported that she could not share APT test details but stated that the test does cover the Illinois Professional Teaching Standards, the Illinois core technology standards, and the Illinois core language arts standards.

Benson stated that she received an e-mail from Beth Hanselman at ISBE requesting assistance in identifying individuals to serve on the content advisory committees for the development of the new content area tests. Benson emphasized the importance of gaining representation on these committees and asked members to notify her if they would be interested in serving.

Zych announced that the certification specialist job search is now closed. Ninety-one applicants have applied for the position. Zych stated that the position of certification specialist will be an academic professional position.

Benson reported that Council staff is gathering information from the Departments of Educational Psychology and Educational Policy Studies regarding how their 300 level courses satisfy requirements of the new content standards. This information will be shared with programs so they can include the courses in their matrices.

c. There were no additions to the agenda.

2. Proposals:

a. Proposed Revision of the Teaching of Chemistry Option: Mester presented a brief overview of the proposed revision of the Teaching of Chemistry option. Marshall asked how the proposed revision will affect overall hours required in the program and suggested that we address that before submitting the proposal to the Educational Policy Committee. Mester will provide a cover letter to go with the proposal.
explaining the differences between the old and new requirements. Lindsey, seconded by Harwood, moved approval of the proposal as presented. Unanimously approved.

3. Matters for Discussion/Action:

a. Program Approval for Fall 2003 Admission: Benson updated members on the status of program matrix completion for program approval to admit candidates for Fall, 2003. She and Zych are reviewing all materials received against the Program Alignment Coordinator (PAC) letter. Benson reported that a few programs still need to complete their matrices and she plans to meet with PACs and ask them to contact their program with a follow-up letter. If programs need to make revisions which require campus approval, they have now reached a critical point. Revisions need to come to the Council Executive Committee by the December meeting in order to meet Senate deadlines. Fowler agreed that we have reached a crisis point and suggested that the PAC letter require a response on the status of work by a certain deadline date and that a copy of the letter be sent to the appropriate department heads and deans.

Zych stated that both Social Work and Speech Language Pathology are clear to admit students for Fall, 2003.

b. Policy for Conditional Admits: Benson distributed a draft of the Conditional Admission to a Professional Education Preparation Program policy for discussion. The policy allows for conditional admission for candidates who can demonstrate a hardship registering for an Illinois Certification Testing System test for admission to a professional education program. The policy would allow candidates a semester to take and pass the required test(s) in order to remain in the program beyond the first semester. After a brief discussion, it was suggested to also state that admission to a professional education program will be rescinded for candidates that fail to pass the test(s) requirement. Armbruster, seconded by Mester, moved approval of the policy as amended. Unanimously approved. It was suggested that Abel Montoya and Martha Moore, Office of Admissions and Records, get copies of the policy and that it be posted on Advis-L.

c. Clinical Experiences Program Coordinators Responsibilities: A copy of the Clinical Experiences Program Coordinator (CEPC) responsibilities was distributed for review and approval. Lindsey, seconded by Mester, moved approval of CEPC responsibilities as presented. Unanimously approved.

d. Common Assessment Plans

e. GPA Monitoring:

Benson reviewed a draft of common performance-based requirements for all UIUC teacher education programs. The source of data, and who is responsible for monitoring and evaluation was discussed for each of the assessment points designated in the UIUC common assessment plans.

Benson reported that GPA monitoring for undergraduate candidates is being explored. Zych and Carlson met with Mike Faullin from OAR who said that he could produce a report and make it available on the web for each program to review. There would be a developmental and run
fee. Each program will be responsible for the necessary DARS encoding. CTE will provide_Faullin with the candidate data that he will need in order to run the report at the end of fall and spring semesters.

Because DARS is not used for graduate candidates, we will need to explore ways to monitor graduate GPA’s.

Benson stated that further discussion is needed to determine how the unit will know that the ISBE technology standards have been met by all candidates. Benson suggested that a sub-committee be formed to talk about global assessment issues and present its recommendations to the Executive Committee. Armbruster, Lindsey, and Mester agreed to serve on the sub-committee.

Benson reported that Bonnie Armbruster has agreed to revise the UIUC Conceptual Framework text for committee review.

f. Policy for CTE Website Access: A draft of the proposed CTE website policy was distributed for discussion. The policy states that individuals who have been identified to have access privileges to the CTE secure website must comply with all university rules and regulations regarding confidential records. It also limits the number of individuals who may have access privileges. Leach, seconded by Mester, moved approval of the CTE Secure Website policy as amended with one spelling correction. Unanimously approved.

4. Updates/Reports:

a. Social Studies ASC Admission Statement: Benson read a letter from the Social Studies Area of Specialization Committee informing her that the committee voted to require applicants to the graduate certification option to pass the new ICTS content test before admission to the program. The policy provides for conditional acceptance of applicants, which then requires the candidate to pass the content test before the end of the first semester in order to remain in the program.

b. C & I 373 – Literacy in Content Areas: Benson reviewed the proposed times for offering C & I 373: Literacy in Content Areas. It would be offered Monday or Tuesday from 6:00 to 8:00 p.m., both semesters, during the first or second seven weeks. It was recommended that the course be offered on Mondays for the fall semester and Tuesdays for the spring. Harwood commented that this schedule would really help music students. Jenkins suggested considering a summer course offering as well.

c. ED PR Renumbering and Revisions: Benson updated the committee on the status of ED PR renumbering. The student teaching courses will be 400 level but will not provide graduate credit. Volunteers are needed to work on course descriptions to obtain graduate credit if that is desired. Marshall stated that a generic description that addresses the six criteria for graduate credit is all that is needed. Benson will take this matter to the Clinical Experiences Program Coordinators for discussion.

d. Electronic Processing of Entitlement Notification: Zych presented an update on the electronic processing of applications for certification. He and Sandy Manter attended a training session on
the electronic processing system in October. Electronic processing will be easier for candidates and allow them to obtain their certification faster. CTE will process the December graduates using the old system and implement the new electronic processing system for May, 2003 graduates.

e. ISBE/NCATE Protocol Agreement: Benson reviewed the ISBE/NCATE Protocol Agreement, noting that the ISBE staff made some changes based upon recommendations of the committee on which she serves. These include providing a different chair than the assigned ISBE consultant for the accreditation reviews. The dual role of ISBE consultant and review chair was viewed as a conflict of interest. The new procedure will become effective Fall, 2003. An issue for further discussion is the alignment of National Specialty Program Area (SPAs) Standards with the state standards.

f. Middle Grades Endorsements: Zych reported that the new state superintendent is opposed to a middle school endorsement at this time. An ISBE committee has been formed which will discuss and make recommendations for this option in the future. Until new requirements are approved, middle grade endorsements will continue to be based on current requirements. An IACTE sub-committee, on which Zych serves, has requested that ISBE adopt an implementation date of no earlier than July, 2008 for any changes in the requirements.

5. Information Items: The committee was provided with an updated Area of Specialization Committee List. There was no discussion of this item.

6. Adjournment: The meeting adjourned by consensus at 4:50 p.m.

Future meetings: All meetings are scheduled for 2-5 p.m. in 242 Education Building, unless otherwise noted.