MINUTES OF THE EXECUTIVE COMMITTEE
COUNCIL ON TEACHER EDUCATION
February 23, 2005
3:15 p.m. - 4:45 p.m.
Conference Room B, 505 E. Green, Ste. 203-A

MEMBERS PRESENT: Ave Alvarado, Joan Bessman (for Christine Jenkins), Cheri Carlson, Jillian Forestiere, John Grashel, Joe Harper, Jennifer Heinhorst-Busby, James Leach, Brenda Lindsey, Ann Mester, Chris Roegge, Linda Sloat, Chet Zych

MEMBERS ABSENT: Bonnie Armbruster, Gary Crull, Susan Fowler, Eve Harwood, Keith Marshall, Cathy Simon

OTHERS PRESENT: Marge Jerich (CTE), Molly Tracy (College of Education Deans Office)

1. Approval of Minutes and Announcements:

a. The meeting was called to order by Roegge at 3:15 p.m.

Roegge asked if there were any additions or corrections to the minutes of December 15, 2004. The minutes were approved as presented, by consensus.

b. Announcements: Roegge announced that the March 30, 2005 meeting will be cancelled. Both Roegge and Zych will be attending a NCATE orientation meeting in Washington D.C.

c. Additions to the agenda: Roegge added item 4.f.: Director’s Report

2 Proposals: none.

3. Matters for Discussion/Action:

a. Tuition and Fee Waiver Policy: Roegge reported that there were no new developments regarding the current tuition and fee waiver policy. However, other options to the current policy are under investigation.

b. Program Fee: Zych reported that the Board of Trustees has approved a one-time $500 clinical experience fee for candidates in certification programs, effective summer, 2005. The fee will help to offset the costs of supervision associated with clinical experiences. Zych stated that the fee is available to all certification programs and that all current tuition and fee waiver, as well as refund policies, will apply. The fee will be assessed through registration in EDPR 203 and appear as part of the candidates’ tuition bill. Each college/department will be assigned a specific section of EDPR 203 with a unique CRN. The course is not a degree requirement and the CRN will not be published in the timetable.

Colleges that elect to collect the fee will be responsible for assuring that their candidates register in the course. Candidates who have not been admitted to the program, that is, who have not passed the ICTS test of Basic Skills, should not enroll or be enrolled in the course. Zych reported that programs need to emphasize that candidates cannot drop the course.

A brief discussion followed. Questions were raised concerning fee payment to the programs. Tracy stated that the monies will come from campus in one lump sum to the controlling
college/departments for distribution to each program. She added that the full amount of the fee would be passed on to the program.

Roegge added that this fee does not displace the monies that are currently distributed by the CTE. He has requested additional funding for clinical experiences for FY 2006.

4. Updates/Reports:

a. ISBE Update: Roegge reported that Phyliss Jones, our new ISBE liaison, came to visit with the CTE staff and some program coordinators as well as members of the CTE Executive Committee. The discussion during the visit focused on the next accreditation review. Roegge stated that there will be an emphasis on the regular and systematic collection of data that is compiled, summarized, analyzed and reported for the purpose of improving candidate performance, program quality and unit operations.

Zych reported that the alternative certification program for science and math will be reviewed by the State Certification Board in March. Jones is reviewing the proposal for advanced certification in LBSI and it will not be on the Certification Board agenda for March.

Zych reviewed House Bill 384 which proposes to remove the provision that prohibits a candidate from enrolling in a teacher preparation program until he/she has passed the basic skills test. It also removes the provision that prohibits a preservice education teacher from student teaching until he/she has passed the content test. The bill has been assigned to the Elementary & Secondary Education Committee which is discussing an amendment to the bill. The bill is opposed by the majority of teacher preparation institutions and, officially, by IACTE.

b. Conceptual Framework Survey: Roegge reported that there were 28 respondents to the faculty/staff conceptual framework survey. A quantitative summary of the data, including comments, was distributed to the committee for review.

c. Fall 2004 CAP Reports: Based upon the GPAs in the CAP report, Zych reported that 19 warning letters were sent to undergraduate program candidates; 5 out of the 19 candidates are receiving a letter for the second time and one is receiving a letter for the third time. Two graduate candidates were sent warning letters.

d. Title II Report: 2003-2004: Zych reported that the 2003-2004 Title II Report is due to the ISBE by April 7th. The report from ICTS shows an aggregate pass rate of 99% across academic content areas.

e. CTE Student Portal: Roegge reported that the CTE technology team has completed the student portal. The portal provides a way for professional education candidates to view their profile as well as various announcements, important deadlines, and progress on CAP assessments via the CTE web site. Students will be notified of the portal via mass email from the certification officer and during presentations given by the certification staff.

f. Director’s Report: Roegge presented highlights of the AACTE conference that he and Jerich attended in Washington D.C. Roegge reported that there was an emphasis on the use of multiple forms of assessments, impact on student learning and the utility of data for program
improvement. Jerich added that institutions, regardless of size, are facing similar issues. There was much discussion on how to measure candidate dispositions as well as the validity and reliability of assessment instruments.

5. **Information Items:** The following information items were distributed. There was no discussion.

a. Bylaws of the Council on Teacher Education Updated April 21, 2004

6. **Adjournment:** The meeting adjourned at 4:45 p.m.

**Future meetings:** All meetings are scheduled for 3-5 p.m. in Ste. 203-B, 505 E. Green Street unless otherwise noted.

**Date:**
April 20, 2005
May 18, 2005
June 15, 2005
July 20, 2005