MINUTES OF THE EXECUTIVE COMMITTEE
COUNCIL ON TEACHER EDUCATION
April 18, 2007
3:15 p.m. – 4:20 p.m.
Conference Room B, 505 E. Green, Ste. 203

MEMBERS PRESENT: Brenda Clevenger (for James Leach), John Grashel, Bob Hughes, Christine Jenkins, Marge Jerich, Kristi Kuntz, Chris Roegge, Linda Sloat, Marian Stone, Chet Zych

MEMBERS ABSENT: Ave Alvarado, Bonnie Armbruster, Kristen Bauer, Linda Hemminger, Mary Kalantzis, Brenda Lindsey, Lorna Mesri, Jill Pitcher, Jennifer Themanson, Phyllis Vanlandingham

1. Approval of Minutes and Announcements:

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

a. Announcements: Roegge described the new system that CTE will implement this summer for the management of tuition and fee waivers. Cooperating personnel (coop) will now have to notify CTE that they intend to use a waiver before it will be forwarded to the campus for application to the tuition and fees for a particular term. Through the cooperating personnel portal on the CTE Web site, coops will be able to see how many waivers they have earned and when they expire. They will be able to redeem a valid waiver for an existing term, which will prompt CTE to notify campus to apply it.

Clevenger raised a concern about documents related to tuition and few waivers which made it confusing for coops to know exactly what fees are or are not waived. She hoped this would be clarified before next semester begins. Roegge pointed out that the letter that is sent to coops specifically addresses the fee in question but he has discovered that there are discrepancies between what is stated in CTE policy, the CTE placement contract, and the Student Code. He passed out a chart showing the discrepancies and said that he is working to make sure that everything matches and that it is clear that the tuition and fee waiver does not apply to the clinical experiences fee. Kuntz offered to work with Roegge to bring the Student Code into alignment.

Roegge reported that a representative from NBTS had contacted him and offered to work with us in preparing nationally board certified teachers.

Roegge announced that our proposal for an approved program leading to certification as a Director of Special Education will be presented to the State Teacher Certification Board on May 4th.

Zych noted that the schedule of meetings for 2007-2008 is printed at the bottom of the agenda for this meeting. Efforts were made to avoid conflicts with known conferences and campus breaks.

Zych asked members to do what they could to assure that their May graduates be cleared for degrees by May 21st. He noted that this is a challenge since grades will not be posted until May 18th, giving records officers only one day to clear degrees on Banner. However, the next Banner degree update is not until June 11th, which delays certification. Many of our graduates have the opportunity to begin teaching immediately after graduation if we can get them certified.

b. Approval of minutes of February 21, 2007: Roegge asked if there were any additions or corrections to the minutes of February 21, 2007. The minutes were accepted as presented.

c. Additions to the agenda: Roegge added item 4.e.: Candidate Exit Survey

d. Executive Director’s Report: Roegge reported that the Central Illinois Golden Apple steering committee is looking for people to serve on a selection committee to choose five elementary and five secondary teachers to be recognized from Central Illinois. Golden Apple pays mileage and meals for the members of the
committee. Meetings will probably be held in Bloomington. Roegge asked for recommendations for faculty to serve on the selection committee, which will begin meeting in the fall. Award recipients will be recognized at a dinner in May, 2008 and spend a sabbatical semester at the Urbana campus.

Roegge and Jerich attended AACTE in February. The message was that teacher education, schools of education, and university-based teacher education are under attack. It is essential that institutions be able to demonstrate the value of what they do to prepare teachers. We will be held accountable. We need to demonstrate how our candidates impact student learning and how we assess that. Sloat noted that there seems to be a disconnect between institutions offering programs that lead to certification in a much shorter time with classes that can be completed in three weeks while arguing at the same time that it takes four years or longer to properly prepare a novice teacher.

Roegge, Jerich, and several faculty members from the Department of Curriculum and Instruction attended the March 30th meeting of IACTE. Roegge intends to encourage more faculty members to become involved with IACTE. It is important that we are represented at these meetings.

Jerich, Roegge, and Eric Ohlsson attended a meeting of the Chicago Area Deans of Education Association which focused on preparing for an accreditation review. The University of Illinois at Chicago is going through their ISBE review this spring. Roegge plans to meet with their CTE Executive Director for input on how we should prepare for our review.

Roegge announced that CTE staff will be reviewing our contracts with schools and our policy manual. He will be asking a sub-committee to assist with these reviews.

Jerich reported that the state-wide follow-up survey of graduates is underway for spring 2007. So far, the return rate is low. CTE staff is following up with phone calls. Jerich is hoping that we will be able to disaggregate data this year so we can link responses to specific programs. She noted that school districts are being flooded with surveys, which could account for the low return rate. Sloat commented that the timing is also problematic. It would be better for the schools if the surveys were sent out in October or November.

Roegge commented on a meeting that President White had with the College of Education faculty last week. President White emphasized that he is extremely concerned about the achievement gap. Roegge said that preparing our candidates to have an impact on closing the achievement gap will be a focus for our programs.

2. Proposals:

   a. Proposal to Terminate the Non-Teaching Minor in Instructional Applications of Computers: Report: Zych reported that by the authority given to him by the Executive Committee he has approved a proposal from the Department of Curriculum and Instruction in the College of Education to terminate the Non-Teaching Minor in Instructional Applications of Computers. The proposal has been forwarded to the Office of the Provost, has been approved by the Senate Committee on Education Policy, and will be on the Senate agenda for April 30, 2007.

   b. Revision to the Teacher Education Minor in Secondary School Teaching: Report: Zych explained that the revision removes a footnote excusing English Language Arts certification candidates from completing CI 473, one of the courses required of all other candidates in the minor. The material in that course was covered in another course required for the English Language Arts candidates. The Department of Curriculum and Instruction is revising CI 473 and it is now appropriate to require the English Language Arts candidates to complete it. Since the revision does not change the hours required for the minor except for one subset of candidates whose schedules already are blocked for that hour and the Department of Curriculum and Instruction wants to implement the revision for Fall
2007, Zych approved the proposal administratively and forwarded it to the Provost’s Office. The Provost’s Office has already approved the proposal.

c. Revision of the Curriculum Preparatory to the Teaching of Latin: Report: Zych explained that the proposed revision eliminates the requirement that candidates in the Latin certification program complete a teacher education minor. During the project to eliminate the outdated teacher education minors it was discovered that this program still retained a requirement to complete an approved teacher education minor. ISBE no longer requires Latin certification programs to offer a second field of certification and there are only a handful of viable minors left, none of which are appropriate to require of a Latin certification candidate. Because the revision does not affect the hours required for a degree or certification Zych approved the proposal administratively and forwarded it to the Office of the Provost. Kuntz said that she had approved it administratively earlier in the day.

3. Matters for Discussion/Action:

a. Revision to Policy on Criminal Background Checks: Roegge reported that the governor has signed legislation implementing the federal Adam Walsh Child Protection & Safety Act of 2006 (P.L. 109-248) in Illinois. Public universities with approved teacher preparation programs are now permitted to request criminal background checks from the Illinois State Police and the Federal Bureau of Investigation through electronic fingerprinting. University legal counsel has approved a contract with Accurate Biometrics (formerly Art’s Investigations) and Roegge is moving forward with implementing fingerprinting for our certification candidates.

The proposed revision to the Policy on Criminal Background Checks reflects the changes necessary to move from a name-check to a fingerprint check, which provides positive identification of the candidate. Grashel, seconded by Jenkins, moved approval of the proposed revision as amended at the table. The motion was unanimously approved.

Sloat asked if public schools would be permitted to use our fingerprint results for hiring purposes instead of making job applicants go through the whole procedure again. Roegge responded that he would look into the matter. Council staff will work through procedural issues this summer and be prepared to implement the new policy at the beginning of fall semester.

4. Updates/Reports:

a. ISBE Update: Zych reported that ISBE has determined that the Graduate School of Library and Information Science will not be required to submit a program report for the Library Information Specialist program for the accreditation review in 2010. Because the program is accredited by the American Library Association (ALA) ISBE will accept a copy of the most recent accreditation letter from ALA.

b. Accreditation: Spring Meeting: Roegge handed out a copy of the “Run-up Schedule for Program Reports and Spring 2010 Accreditation Visit” that was included in the packets handed out at the meeting on April 4th. He is currently gathering information from unit heads to determine who will be responsible for preparing the program reports. As soon as he has the names, CTE will schedule workshops with the writers to familiarize them with the use of the CTE template for report writing.

c. CAP Report: Fall 2006: Zych commented briefly on the report that was sent out with the agenda. At the end of fall semester 2006 two candidates were dropped for failing to meet grade point average requirements and 15 candidates received warning letters.
d. **SB 0395**: Roegge reported that the bill is currently scheduled for a third reading in the Senate. A description of the provisions of the bill is in the minutes of the February 21, 2007 meeting. Roegge anticipates that when this bill is passed and signed into law, the University will have no difficulty being in compliance with the provisions. The bill was proposed at the request of the University because we have been found in noncompliance several times.

e. **Candidate Exit Survey**: Roegge announced that the survey will go online in a couple of weeks. All candidates completing their certification programs in May will be notified via e-mail that the survey is available. He is considering offering some kind of incentive to encourage candidates to take the time to complete it. The data will be shared with the committee in the fall.

5. **Information Items**: Members were provided with copies of the ISBE 2006 Institutional Data Form, the new Conceptual Framework brochure, the Title II Report: 2005-2006 brochure, the Title II Report: 2005-2006, Alternative Route, and the Title II 2002-2003 Third Year Cohort Update. There was no discussion of these items.

6. **Adjournment**: The meeting adjourned at 4:20 p.m.

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

**Remaining meeting dates for 2006-2007**

- May 16, 2007
- June 20, 2007
- July 18, 2007

**Meeting dates for 2007-2008**

- August 29, 2007
- November 14, 2007
- February 20, 2008
- May 14, 2008
- September 19, 2007
- December 12, 2007
- March 12, 2008
- June 18, 2008
- October 17, 2007
- January 16, 2008
- April 16, 2008
- July 16, 2008