MEMBERS PRESENT: Georgeann Burch (for Christine Jenkins), Brenda Clevenger, John Grashel, Linda Hemminger, Bob Hughes, Marge Jerich, Kristi Kuntz, Brenda Lindsey, Chris Roegge, Marian Stone, Phyllis Vanlandingham, Chet Zych

MEMBERS ABSENT: Ave Alvarado, Bonnie Armbruster, Melissa Hayne, Mary Kalantzis, Bill Stewart

1. Approval of Minutes and Announcements:

The meeting was called to order by Roegge at 3:05 p.m.

a. Welcome and announcements: Roegge announced that Vaskia Reid has replaced Bill Evans as the Technical Information Specialist on the Council staff. Reid was formerly a secretary for the Educational Career Services Office (ECSO) and holds a bachelor’s degree in information technology. Her position in ECSO will not be filled.

Roegge reminded everyone that the abbreviation for the Council is now CoTE and asked that this be noted as any documents are revised. References to CTE should be eliminated.

Roegge announced that there will be a fingerprinting session in the CoTE offices on January 30th for candidates who will be going into field placements during spring semester. Candidates who wish to be fingerprinted on that date must sign up by January 23rd. This information has been widely disseminated.

Roegge and Jerich will be attending AACTE in Chicago in early February. The Illinois Association of Public Deans of Education will be meeting privately with the president of AACTE to discuss dues and what the return is for the institutions on the annual dues that they pay.

Roegge asked for recommendations from the membership for students to serve on the executive committee.

b. Approval of minutes of November 19, 2008: Roegge asked if there were any additions or corrections to the minutes of November 19, 2008. Vanlandingham, seconded by Grashel, moved approval of the minutes as presented. The motion was unanimously approved.

c. Additions to the agenda: None.

d. Executive Director’s Report: Roegge reported that he recently attended a meeting with the staff of the CIO office in the College of Education. The CIO staff is interested in developing standardized electronic portfolios for certification candidates in the College of Education. They would like to pilot such a portfolio and review the results with the idea of eventually making it a CoTE requirement for all certification programs. Committee members expressed interest in a standardized portfolio and Lindsey and Hemminger offered to participate in the pilot. Roegge will continue to meet with CIO staff and report back.

Roegge met with Stafford Hood, Head of the Department of Curriculum and Instruction, to discuss changes in the content of EPSY 385, a required course in the Teacher Education Minor in Secondary School Teaching. Hood wants the course to focus more on interpreting data from standardized tests.

Roegge has been asked to assume the directorship of the Illinois New Teacher Collaborative (INTC). Established by Professor Renee Clift in the Department of Curriculum and Instruction, the INTC is devoted
to the induction and mentoring of new teachers. It is a Web-based information clearing house, supported by external funding. Clift is leaving Illinois and suggested that Roegge replace her as director next summer. Roegge commented that he feels the INT is a good fit with the CoTE and he is considering the position.

The teacher’s union at Rantoul has made re-establishing ties with our teacher preparation programs part of their contract negotiations. Roegge expects that this may happen within the next two years, depending upon the tenure of the current superintendent in Rantoul.

Roegge commented on a new program at Indiana State University called TOTAL which is an immersion program for pre-student teachers. Candidates spend the entire semester prior to student teaching in the schools working with a teacher. They experience the totality of the school day, doing whatever needs to be done with a teacher who has been trained in a specific coaching model of supervision. The program appears to be having positive results, especially in preparing candidates for classroom management. Roegge will send a link with more information.

Roegge shared an e-mail that he received from an Urbana teacher, written on behalf of a group of teachers, expressing their dismay that they cannot use their tuition and fee waivers to take the middle grade courses online and the courses are not being offered in any other way. They feel that they are receiving a benefit that is useless to them.

Roegge drew attention to the report Visibility Matters, which was prepared by the Illinois Safe Schools Alliance, and sent to university and college presidents in Illinois, as well as to the heads of teacher preparation programs. The report “aims to educate universities and colleges across Illinois that LGBTQ visibility and policies matter.” Data for the report came from information that was available on institutions’ Web sites. Most institutions in Illinois got a grade of “F”; the Urbana campus was graded with a “C”.

2. Proposals:

a. Remove Concentration for EdM in El Ed (Report)
b. Revise Concentration in EdM in Secondary Ed (Report)

Zych reported that both of these proposals deal with items that are leftover from the initiation of the Banner system. Specific curriculum codes were in place prior to Banner that allowed CoTE to distinguish individuals seeking certification in these graduate programs from those who were seeking degrees without certification. Now that CoTE has the ability to place an attribute on each candidate for certification, these codes are redundant and/or misleading. Because these changes have no impact on course or degree requirements, Zych approved them both administratively and forwarded them to the Office of the Provost.

3. Matters for Discussion/Action:

a. Data Cycle
b. Assessment committee:

Roegge announced that Grashel, Darla Castelli, Associate Professor in the Department of Kinesiology and Community Health, and Stafford Hood, Head of the Department of Curriculum and Instruction, have agreed to serve on the assessment committee. Roegge wants to keep the committee small and intends that they will direct the work of CoTE in developing and improving assessments. He and Jerich will also be a part of the committee. Anyone who would like to join the committee is welcome.
Roegge explained that a review of the assessments referenced in the documents that were provided in relation to the CoTE data gathering and distribution cycle will be the starting point for the work of the assessment committee. He noted that we need to determine a mechanism for receiving feedback from the programs regarding how the data supplied by CoTE has been used to improve their programs. We need to identify who will be responsible for providing feedback from each of the programs and determine the timing of the reports. CoTE provides an annual report to each program in early fall and Roegge suggested that programs be required to provide feedback by the end of the fall semester. The feedback should include any program changes that will be made as a result of the review of data with the expectation that those changes would be implemented in the fall of the following year. The program response should also include feedback on the assessments used at both the program and unit level.

4. Updates/Reports:

a. **TEACH Grants**: Roegge reported that all arrangements for the processing of TEACH grants have been finalized. The application for and processing of grants is now in the hands of candidates and OFSA. We have no further involvement.

b. **CTE/ECSO Employment Follow-Up Survey**: Roegge handed out an updated summary of the data collected so far from the Educational Employment Follow-Up Survey. We have a response rate of nearly 50%. Roegge noted that we appear to have a very small percentage of teachers in the Chicago Public Schools.

Roegge again asked for feedback from the committee on the survey and any information that they might like to have from it. The survey will be conducted annually each fall.

c. **TFW policy change approval**: The revision to the tuition and fee waiver policy was approved by the Board of Trustees at their January meeting. Roegge will present a plan for implementation of the revised policy at the next meeting.

d. **ISBE Update**: Zych reported that ISBE is reviewing all of the requirements for additional endorsements on teaching certificates. There are some areas, like mathematics, for which ISBE staff believes that the requirements are not rigorous enough.

The certification testing system schedule for 2009-10 is still not settled. We may not get the dates that we requested. ISBE hopes to have the schedule confirmed by the end of January.

e. **Accreditation update**: See 3.a. and b.

f. **Deficiency Reports**: Roegge handed out deficiency reports to those programs that have data missing from last semester. He noted that early field experience evaluations are the most typical problem.

5. **Information Items**: None

6. **Adjournment**: The meeting adjourned at 4:15 p.m.

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

February 18, 2009	March 18, 2009	April 22, 2009	May 13, 2009	June 17, 2009
July 15, 2009