MINUTES OF THE EXECUTIVE COMMITTEE
COUNCIL ON TEACHER EDUCATION
October 21, 2009
3:05 p.m. – 4:20 p.m.
Conference Room A, 505 E. Green, Ste. 203

MEMBERS PRESENT: Ave Alvarado (GC), Brenda Clevenger-Evans (CoTE), Cheryll Douglas (Prog. Coord), John Grashel (Faculty), Walter Hurley (ACES), Christine Jenkins (LIS), Marge Jerich (CoTE), Brooke Kennedy (Student), Kristi Kuntz (Provost), Brenda Lindsey (SW), Chris Roegge (CoTE), Marian Stone (FAA), Phyllis Vanlandingham (LAS), Mildred Trent (COE)

MEMBERS ABSENT: Mary Kalantzis (COE), Renique Kersh (AHS),

OTHERS PRESENT: Eric Ohlsson (CoTE), Kathy Gray (CoTE)

1. Approval of Minutes and Announcements: The meeting was called to order by Roegge at 3:05 p.m.

a. Welcome and announcements: Roegge introduced Walter Hurley, Interim Director of the Agricultural Education Program in ACES, as the newest member of the committee. Everyone in attendance then introduced themselves.

b. Approval of minutes of August 26, 2009: Roegge asked if there were any additions or corrections to the minutes of August 26, 2009. Vanlandingham moved to approve the minutes as presented, Grashel seconded, and the minutes were accepted as presented.

c. Additions to the agenda: There were none.

d. Executive Director’s Report: Roegge reported that we are officially back placing our candidates at Rantoul Township High School beginning this spring semester. He attended a short meeting with the principal and new superintendent on September 30th. They will review and sign the student teaching contract.

Roegge also reported that Georgeann Burch (Library & Information Science) and Eric Hillman (Assistant to Cheryll Douglas, Curriculum & Instruction) attended the Co-Teaching Train-the-Trainer workshop offered this month by St. Cloud State University. Comments were that it was very worthwhile. Burch and Hillman will present what they learned at the next Clinical Experience Program Coordinators meeting and the next Executive Committee meeting. A member requested to be informed of the date of the next CEPC meeting as some would like to attend.

Roegge stated that as a result of his participation at a recent IACTE Executive Board meeting in Springfield, IL, he is serving on a panel at the IACTE fall conference later this month. The theme for this conference is Visions for Teacher Education. Visions of teacher education from a national, state, and institutional perspective will be presented. Roegge explained that this is a wonderful opportunity to promote a better understanding of what the role and place of teacher education is at a research institution. Twelve of the sixty institutions in the state that have teacher education programs are public institutions. Many of the remaining private institutions are small, and a large percentage of their students are enrolled in teacher education programs. The approach of a large research institution is different from theirs for various reasons. Roegge wants to acknowledge those differences, embrace who we are, and be good partners working together. Following these introductory comments, he presented an overview of the presentation he will give at the conference which is entitled, The Role and Vision of Teacher Preparation in a Research Institution.
2. Proposals:

a. Teacher Education Option to the Master of Science Curriculum in Agricultural Education: Clevenger introduced the proposal and turned the discussion over to Hurley, Interim Director of Agricultural Education. He explained that the adoption of this proposal will provide the candidate the opportunity to earn a Master’s degree in ACES and also meet the certification requirements to teach agriculture. Generally, these students already have a Bachelors degree in agriculture and are returning for an advanced degree. The motion to approve the teacher education option to the Master of Science curriculum in Agricultural Education was made by Vanlandingham, seconded by Jenkins, and approved unanimously by the members.

b. Reading Specialist: Clevenger informed the committee that the Reading Specialist proposal is going before ISBE for its review and approval. Once the proposal is approved by ISBE, it will be sent to Curriculum and Instruction for implementation.

3. Matters for Discussion/Action:

a. ISBE Annual Program Report: Roegge stated that the deadline for our annual program report to ISBE has been extended again (from October 30 to November 15) and is now due January 4, 2010. There is a new reporting format required by ISBE which introduces the use of Excel templates and is the reason for the extension. Roegge stated that Ohlsson has been working with these new templates and asked him to continue. Ohlsson showed the committee the templates illustrating how much of the information requested is currently in our data base and has already populated certain fields. He explained that the additional information needed is faculty data. Ohlsson asked that the point person responsible for coordinating activities for each program log in the requested information on the website. Once it is entered, he will complete the chart, and the template will automatically populate. Ohlsson fielded questions.

b. Supervision Allocations: Roegge stated that he is contemplating a new configuration for the allocation of money for student teacher supervision and would like input from the programs. He explained that the system in place calculates each program’s allocation by applying a formula to the line item designated for this purpose. That formula was outgrown two years ago as calculated allocations exceeded the dollar amount in the line item. Roegge suggested that contributing factors to consider in developing a new system might include not only the number of student teachers but also the scope and nature of the field experience, number of hours involved, types of activities, the amount of supervision required, etc. Discussion followed. Roegge urged members to explore ideas to develop a new system. He would do the same and report back.

c. CBC Policy/procedure: Clevenger distributed a handout stating the language of the current Criminal Background Check policy along with the language of the proposed changes to the policy. She explained the proposed revision would allow for a waiver of the CBC requirement for students who are interning in the same school in which they are employed. This primarily applies to students in the General Administrative and Superintendent programs, although it could apply to other programs. Clevenger also mentioned the state is looking into a process that would allow an individual to have only one CBC which would follow the individual from location to location instead of having to have a new CBC as they move from school to job(s). The deadline to have a plan on how to implement this is January 2011. Discussion as to how the proposed changes could impact our process followed. A motion to approve the proposed CBC policy language was made by Stone, seconded by Grashel, and unanimously approved by committee members.

d. Employment Survey data: Roegge shared information from the 2009 CoTE Educational Employment Survey through a PowerPoint presentation. Highlights of the presentation include the following. Five hundred fifty-six email surveys were sent out to last years graduates with 42.7% or 232 responding. Of those responding, 75.9% reported that they were employed in education. This is down from last year’s
report of 90%. Twenty-eight or 12% were not employed but seeking employment, which is up from the 3% reported last year. Other survey topics were salary and how graduates found employment. Roegge will continue to review the survey results and share any additional thought he might have.

e. **TGA fee increase:** Roegge reminded those in attendance of the discussion that occurred last meeting over the rising fee for the Teacher Graduate Assessment and the charge the committee gave him to ask the Provost to fund the expense. Roegge was pleased to announce that the Provost responded positively to his request and will provide special funds to cover the cost.

4. **Updates/Reports:**

a. **ISBE update:** There is no report as ISBE meets Oct 29-30, 2009.

b. **Accreditation update:** Jerich updated committee members on the activity surrounding our conceptual framework stating that ISBE has reviewed and returned it with comments. Their overall assessment was that our conceptual framework focused on initial teacher preparation programs and did not concentrate enough on advanced programs. Jerich thanked the programs and stated that revisions are underway and will be completed for review at the next Council Executive meeting. The approved conceptual framework must be submitted one year prior to the review team’s visit. Since our review is scheduled for March 13-16, 2011, the conceptual framework is due March 2010.

c. **Deficiency reports:** Roegge distributed reports to those programs that had missing data.

7. **Information Items:**

a. **Ten-day enrollment report**

b. **Certification Ethnicity three year report**

8. **Adjournment:** The meeting was adjourned at 4:20 pm.

Meeting dates for AY09-10: All meetings are 3-5 PM in Suite 203 (B), 505 E. Green unless otherwise indicated

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