MINUTES OF THE EXECUTIVE COMMITTEE
COUNCIL ON TEACHER EDUCATION
December 16, 2009
3:05 p.m. – 3:45 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), Brenda Lindsey (SW), Chris Roegge (CoTE), Marian Stone (FAA), Mildred Trent (COE),

MEMBERS ABSENT: Mary Kalantzis (COE), Renique Kersh (AHS), Kristi Kuntz (Provost), Phyllis Vanlandingham (LAS)

OTHERS PRESENT: 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 wished everyone a happy holiday. No announcements.

b. Approval of minutes of November 18, 2009: Roegge asked if there were any additions or corrections to the minutes of November 18, 2009. As there were none, Grashel moved to approve the minutes, Jenkins seconded and the minutes were accepted as presented.

c. Additions to the agenda: There were no additions, but item 3.b. Conditional Admission policy/petition was deleted.

d. Executive Director’s Report: Roegge reported that he attended the first meeting of the ISBE Code of Ethics Task Force of which he is a member. The purpose of the task force is to develop a standard for teacher ethics. The task force reviewed documents itemizing two different approaches and selected one to use as a model. The chosen approach, found from Rhode Island, states principles in a broad fashion and gives general examples applicable to five areas: students, self, colleagues, parents, state educational agency. Roegge will make a draft copy available to this group as soon as one is developed.

2. Proposals: There were none.

3. Matters for Discussion/Action:
a. Conceptual Framework Revision/Unit Assessment Document Draft: Roegge distributed both documents and explained their purpose is to outline our shared corporate vision of teacher preparation across campus and link our vision to the candidate and the assessment of the candidate meeting expectations. Our institutional standards are aligned with the state standards, and both sets of standards must be met. Roegge then requested the documents be approved for submittal to ISBE. Brenda Lindsey moved that the documents be accepted and submitted as written; it was seconded by Christine Jenkins and passed unanimously.

c. Information/communication self-assessment: Roegge stated that an internal assessment of our face book page needs to be done. The goals and purpose of this vehicle need to be assessed and communicated, and the target audience needs to be determined. He and Ohlsson have begun the process by meeting with a student and getting input.

d. CR/NC issue vis-à-vis new ISBE rules: Clevenger recommended that since ISBE will likely implement the policy of no grade lower than a C in professional education or content area course work be accepted, course work towards certification in credit/no credit classes should be examined as well. She asked for concerns about developing a policy for this. As no concern was expressed, Clevenger will draft a policy for this group to review at a future meeting.
4. Updates/Reports:  
a. **ISBE Annual Program Reports:** Roegge reminded everyone that the directions/instructions for completing the information update necessary for this report were mailed to the program point person. He listed the programs that have already responded and reminded all that the final due date to ISBE is January 4. He then showed us what the report looks like after it is populated with the updated information and thanked all for their assistance.

b. **AACTE report:** Jerich explained that the AACTE report is required for the upcoming ISBE review. The same information updates are needed for this report as well. Programs were asked to have this completed by the end of December as this report is due January 14, 2010.

c. **Co-Teaching update:** Roegge reported that the Co-Teaching Train-the-Trainer Workshop overview was presented to the Clinical Experience Program Coordinators, and two programs, Library & Information Science and Ag Ed, expressed interest in customizing their programs to include the co-teaching concept. Kennedy will be student teaching next semester and said she presented the idea to her co-op; they are also interested in incorporating the concept. Hillman and Burch are trained and available to assist.

d. **ISBE update:** There was none.

e. **Accreditation update:** Jerich restated that the visit is March 13-16, 2011. Beginning next semester, will be the time to collect and submit materials for the evidence room. A more detailed schedule is coming.

5. **Information Items:** There were none.

6. **Adjournment:** The meeting was adjourned at 3:45 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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