

**Illinois State University
Council for Teacher Education
Tuesday, September 3, 2013, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Beaman, G. Bailey, D. Barker, S. Bock-Jones, J. Brown, M. Byczynski, J. Cheville, M. Coleman, T. Davis, K. Douglas, L. Eckrich, D. Garrahy, D. Hatch, J. Jaroch, J. Manfredo, B. Meyer, M. Noraian, S. Parry, J. Rosenthal P. Schoon, R. Seglem, R. Shifflet, D. Stern, W. Troxel, D. Wilson

Members Absent: C. Brennan, K. Haman

Guests: L. Steffen, J. Webster

- I. **Call to Order:** P. Schoon called the meeting to order at 3:00 p.m.

- II. **Approval of Minutes of April 30, 2013:** P. Schoon asked for a motion to approve the minutes from April 30, 2013. S. Parry moved for approval. J. Rosenthal seconded the motion. Minutes were approved with no abstentions. P. Schoon asked for nominations for co-chair and secretary. A. Adkins nominated S. Parry for co-chair. D. Garrahy nominated M. Coleman for secretary. S. Parry and M. Coleman graciously accepted to be co-chair and secretary for CTE.

- III. **Subcommittee descriptions, assignments, and Committee Chairs:** D. Garrahy asked the members of CTE to introduce themselves by telling the other members their name, department and how long they have been at ISU. D. Garrahy asked the members to split into their sub-committees. A CTE sub-committee member from last year explained what each committee is responsible for. Chairs and/or co-chairs were selected for each sub-committee. Hand-outs were given for sub-committee memberships and acronym glossary. P. Schoon asked the members if they had any other acronyms to add to the list and to send additions, corrections and/or omissions to S. Parry with the definition of what the acronym stands for. S. Parry will compile a list and send to S. Conner to update. The sub-committee members are as follows:

A. Curriculum Committee:

| | |
|---------------|--------------------------------------|
| Josh Brown | CAST |
| *Sally Parry | CAS |
| Glenn Bailey | COB |
| Joe Manfredo | CFA |
| Doug Hatch | COE |
| David Stern | Milner |
| Mark Temple | UCC designee |
| Denise Wilson | CON: GCC designee, ad hoc Student |

B. Student Interests:

| | |
|--------------------|----------------------------------|
| Anita Beaman | Milner |
| *Dave Barker | CAS (Craig Cullen, Spring, 2014) |
| Michelle Byczynski | Student |
| Kira Haman | Graduate Student (TCH) |
| Jennifer Jaroch | Student |
| Marleen Monts | CECP |
| Monica Noraian | CAS |
| *Rena Shifflet | COE |
| Judith Webster | Registrar's Office |

C. University Liaison and Faculty Interests:

| | |
|----------------|-----------------------------------------|
| Julie Cheville | CAS |
| Paula Crowley | Senate-at-large (Sabbatical, Fall 2013) |
| Lisa Kendall | Laboratory Schools |
| *Barb Meyer | COE |

D. Vision:

| | |
|--------------------|------------------|
| Marie Baker | CAS-non CTE |
| Stacey Bock-Jones | COE |
| Margo Coleman | CAST |
| Lucille Eckrich | COE |
| *Deb Garrahy | CECP |
| Jonathan Rosenthal | Provost's Office |
| *Perry Schoon | COE |
| Heather O'Brien | Student |

E. UTE Assessment:

| | |
|-----------------|------|
| *Amea Adkins | COE |
| Kelli Appel | COE |
| Colleen Brennan | CFA |
| Tamra Davis | COB |
| Mary Henninger | CAST |
| Nancy Latham | COE |
| Robyn Seglem | COE |
| Dick Steffen | CAST |
| Lynn Steffen | CECP |
| Wendy Troxel | COE |
| Ken Wester | CAS |

There were no reports from the sub-committees.

*Denotes Chair/Co-Chairs

IV. Information Items:

A. Orientation Module update: D. Garrahy reported that in spring, 2014, the PBA

orientation will be revised to modules. We are keeping PBA orientation as it is for fall, 2013. When we have the PBA module in spring, 2014, D. Garrahy would like to have students' pilot the module.

B. Student Appeals Revision update: P. Schoon reported that the previous Dean and Director had notes to change the appeal process but it appears it was never changed. The attorneys are reviewing the information P. Schoon sent them. He expects to have something back this week or next week. The changes have to do with TERB and appeals would only come to CTE if the appeal was procedural-in nature. A. Adkins asked if it would need to go through Senate. P. Schoon will check. We will continue with the current process if we receive a student appeal.

C. edTPA update: E. Palmer was absent so there were no updates.

V. Discussion Items: None

VI. Action Items: None

VII. Announcements and Last Comments:

A. Vice Chair: None

B Members: None

VIII. Adjournment: S. Parry moved to adjourn. K. Douglas seconded the motion to adjourn. P. Schoon adjourned the meeting at 3:20.

**Illinois State University
Council for Teacher Education
Tuesday, September 17, 2013, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Beaman, G. Bailey, D. Barker, C. Brennan, M. Byczynski, J. Cheville, M. Coleman, K. Douglas, L. Eckrich, D. Garrahy, K. Hamann, D. Hatch, J. Jaroch, S. Jones-Bock, L. Kendall, J. Manfredo, B. Meyer, M. Noraian, H. O'Brien, S. Parry, J. Rosenthal P. Schoon, R. Seglem, R. Shifflet, D. Stern, M. Temple, W. Troxel

Members Absent: C. Anderson, J. Brown, P. Crowley, C. Cullen, T. Davis, D. Wilson

Guests: K. Appel, E. Palmer, L. Steffen, J. Webster

- I. **Call to Order:** P. Schoon called the meeting to order at 3:03 p.m.
- II. **Approval of Minutes of September 3, 2013:** P. Schoon asked for a motion to approve the minutes from September 3, 2013. S. Parry moved for approval. A. Adkins seconded the motion. Minutes were approved with no abstentions.
- III. **Subcommittee Reports:**
 - A. **Student Interests:** D. Barker reported that the committee met last Tuesday and finalized details for the scholarship. D. Barker encouraged the committee to relay this information and would like nominations for students from all departments. M. Monts from the Lauby Teacher Education Center will be receiving the nominations. S. Parry requested that the information get relayed to a broader spectrum of people.
 - B. **University Liaison and Faculty Interests:** B. Meyer reported that the committee met on Tuesday. The committee's three major tasks are:
 1. CTE By-laws;
 2. Spring Colloquium; and
 3. Scholarships (in April and May)

The topic last year for the Spring Colloquium was edTPA. February 27, 2013 and March 6, 2014 are the two dates the committee would like to have the Spring Colloquium with March 6, 2014 as the first choice. It would be held from 3:30-5:30 in the Bone Student Center. edTPA Round 2 of Teacher Evaluation is also being considered as a topic. A. Adkins suggested combining the two and having the topics be Performance Pre-Service and In-Service Based Evaluations. P. Schoon suggested Teacher Recruitment for a future topic.

C. Vision: No report.

D. UTE Assessment: A. Adkins reported that the committee's initial objectives are the annual program reviews and disposition assessment. An ad-hoc committee was to be created, but has not been formed. P. Schoon relayed that the CTE Executive Committee and Vision Committee will discuss the disposition concern process.

E. Curriculum: S. Parry reported that there are 40 proposals that need to be approved. Out of the 40 proposals, 25 are Special Education proposals

- K. Appel reported that the 3 majors: Low Vision and Blindness; Deaf and Hard of Hearing; and Specialist in Learning and Behavior all were revised. The specialty courses for LBS1 were revised to include more content. The majority of the curricular proposals are new courses with more integration of technology. S. Parry moved to vote on the proposed additions, deletions, and revisions. A. Adkins seconded. The Committee unanimously approved the proposed additions, deletions, and revisions.
- The Department of Languages, Literatures, and Cultures has proposed to increase the number of hours in student teaching to 12 hours for Spanish Teacher Education, German Teacher Education, and French Teacher Education. This will make these programs parallel to most secondary programs. S. Parry proposed to approve changes in Spanish Teacher Education, German Teacher Education, and French Teacher Education. A. Adkins seconded the proposal. The Committee unanimously voted to approve the changes.
- Communication Sciences and Disorders 115 has been revised so that clinical experience will no longer be included. Clinical experience is more meaningful if it is done in a student's own department. A. Adkins seconded the proposal. The Committee unanimously voted to approve the changes.
- The School of Music submitted a curricular revision that was rejected because it did not give a rationale for why it was over 60 hours. However, if the rationale is appended, it will be approved at a later date.
- Family and Consumer Sciences has proposed its own teacher education sequence, rather than being part of a larger sequence. FCS 390 was added and one course deleted. S. Parry motioned to approve new sequence. D. Garrahy seconded the approval. The Committee voted to approve the changes. There was one abstention.
- Agriculture proposed revisions to its Agriculture Education major. The revisions included adding and deleting courses. They added two two-hour courses and deleted two courses. S. Parry proposed approval of the changes. A. Adkins seconded the approval. The Committee unanimously voted to approve the changes.
- Following a request from the Provost's Office, S. Parry informed the CTE that it is being recommended that departments eliminate their teacher education minors because they no longer lead to licensure or endorsement as they used to. Because of this she requested that as

these teacher education minor deletions come in that they be automatically approved and sent on to P. Schoon to sign off and approve as CTE chair. Approved unanimously.

IV. Information Items:

A. edTPA update: E. Palmer distributed an edTPA Implementation Update.

For Fall 13 there are 21 programs participating and 261 student teachers. Out of 261, 256 have permission to video record. Currently, if video-recording is not available, students can still complete their portfolio. A. Adkins reported conversations with school districts on videotaping are evolving as more universities begin edTPA implementation.

Materials provided to the programs are:

- a. edTPA handbooks & templates (email & LiveText)
- b. handouts for supervisors and cooperating teachers
- c. introductory video
- d. video guideline sheets
- e. candidate release forms
- f. student video permission forms (English, Spanish, Polish & Japanese)

Materials still under development:

- a. writing organizers
- b. revised video permission & teacher candidate forms
- c. materials for STT handbook and placement paperwork for 2014 and 2015.

There are edTPA video workshops that are being offered for students and faculty.

The Exploratorium in DeGarmo 307 offers walk-in assistance for clipping, compressing and uploading videos. There are Kaffeeklatsches that will be offered on the following:

- i. September: edTPA supports for teacher candidates
 1. Thursday, 9/26, 2-3:30
 2. Friday, 9/27, 11-12:30
- ii. October: edTPA local evaluation training (uses & format)
 1. Friday, 10/18, 2-3:30
 2. Friday, 10/25, 11-12:30
- iii. November: TBD
 1. Friday, 11/22, 11-12:30
 2. TBA

A. Adkins has been communicating with the districts and there are local evaluation trainings, individual program consultations and workshops with teacher candidates. Currently, we will be submitting to Pearson for scoring this fall. Vouchers will be provided to selected teacher candidates to register and submit their portfolios to Pearson. Illinois State will not be requiring students to pay for 2014-2015. A. Adkins indicated we will be making a similar proposal to the Provost for enhancement fund. There are 918 Student teachers for 2013-2014. The vouchers were distributed between the programs. All programs received 20. The majors with 20 or below are getting all their portfolios scored. P. Schoon suggested A. Adkins to contact D. Kasperskie for contacts for National Board Teachers coming through the center.

V. Discussion Items: None

VI. Action Items: None

VII. Announcements and Last Comments:

A. Vice Chair: None

B Members: D. Garrahy will be contacting Program Directors to learn more about each individual program.

VIII. Adjournment: S. Parry moved to adjourn. D. Garrahy seconded the motion to adjourn. P. Schoon adjourned the meeting at 4:02.

**Illinois State University
Council for Teacher Education
Tuesday, October 1, 2013, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, D. Barker, C. Brennan, J. Brown, M. Byczynski, M. Coleman, T. Davis, K. Douglas, L. Eckrich, D. Garrahy, K. Hamann, D. Hatch, J. Jaroch, S. Jones-Bock, L. Kendall, J. Manfredo, B. Meyer, M. Noraian, H. O'Brien, S. Parry, J. Rosenthal, R. Seglem, R. Shifflet, D. Stern, T. Sullivan, M. Temple, W. Troxel

Members Absent: C. Anderson, G. Bailey, A. Beaman, P. Crowley, C. Cullen, P. Schoon, D. Wilson

Guests: E. Palmer, L. Steffen, J. Webster

- I. **Call to Order:** S. Parry called the meeting to order at 3:00 p.m.
- II. **Approval of Minutes of September 17, 2013:** S. Parry asked for a motion to approve the minutes from September 17, 2013. A. Adkins moved for approval. M. Temple seconded the motion. Minutes were approved with no abstentions.
- III. **Subcommittee Reports:**
 - A. **Curriculum:** S. Parry recommended that in order to meet 2014 catalog deadlines, all deletions of teacher education minors will be fast tracked approved by the Curriculum committee. The following teacher education minors will be deleted:
 - a. Anthropology
 - b. Sociology
 - c. History
 - d. Physics
 - e. Geography
 - B. **Student Interest :** D. Barker reported the nominations for scholarship deadline is today, October 1, 2013. The request for materials will be going out soon.
 - C. **University Liaison and Faculty Interests:** No report.
 - D. **Vision:** D. Garrahy reported that the committee had discussed the future evolution of the Lauby Center over the next few years. A sub-committee will be created as part of the Vision committee in order to generate ideas and suggestions for additional services the Lauby Center could provide in the years to come.
 - E. **UTE Assessment:** A. Adkins reported that a discussion with the Executive Committee resulted in the committee looking at edPR and utilizing a portion of the edTPA as the disposition assessment. Staff has volunteered to assist in formalizing this before presenting to CTE. Members of the sub-committee include:
 - K. Appel
 - D. Barker

- Mary Henninger
- Elisa Palmer
- Lynn Steffen
- Traci Van Prooyen

IV. Information Items:

A. Update on Orientation Modules: D. Garrahy stated in Spring 2013, CTE began a process to update modules in the Gateways. Full implementation of these updates has been postponed until summer 2014 due to the difficulties in putting in changes during the middle of the school year. Voiceovers will be available for the students and E. Palmer will be a voiceover for Gateway 1. Currently, Gateways will be kept as they are for fall 2013/spring 2014. S. Jones-Bock asked if modules will have closed captioning available. D. Garrahy will investigate this further and how to include this, along with the voiceovers as an option to students. S. Parry suggested possibly involving the Student Interest group as a possible resource for students to test new modules. Once implemented in the summer 2014, feedback from students, faculty and staff will be solicited.

B. Student Appeals Process: A. Adkins reported the University legal counsel has been involved in the revision of the appeals process for teacher candidates who have been removed from programs. A draft of procedures should be ready by the October 15 meeting.

C. Council for Accreditation of Educator Preparation: D. Garrahy presented information she obtained while attending the CAEP conference in Washington, D.C. Standards for CAEP were just voted on in September and the conceptual framework does not seem to be clearly represented. In January 2014, guidelines to interpret the standards are due to come out. Some terminology changes: A “Unit” is now and “Education Preparatory Program or (EPP)”. A powerpoint presentation highlighted additional information:

- Admission standard of 3.0 is encouraged.
- Five standards currently and each has diversity and technology practices embedded in it.
- Recruitment Wish: by 2016-2017, candidates would be in the top 50%; by 2018-2019, candidates would be in the top 40% and by 2020, candidates would be in the top 33%.
The percentages refer to the cohort group and reflect their ACT/SAT and/or GRE scores.
- The spring 2014 CAEP conference will be held in Nashville

V. Discussion Items: None

VI. Action Items: None

VII. Announcements and Last Comments:

A. Vice Chair: None

B. Members: M. Noraian introduced T. Sullivan, new student representative to CTE. D. Garrahy thanked all student representatives for their participation to the CTE committee.

D. Stern from Milner informed the committee that due to the federal government shutdown, the ERIC Clearinghouse is shut down.

L. Steffen informed the committee that District 87 is currently not receiving criminal background checks due to the federal government shutdown.

VIII. Adjournment: A. Adkins moved to adjourn. D. Garrahy seconded the motion to adjourn. S. Parry adjourned the meeting at 3:30.

**Illinois State University
Council for Teacher Education
Tuesday, November 5, 2013, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: G. Bailey, C. Brennan, J. Brown, M. Byczynski, J. Cheville, M. Coleman, T. Davis, D. Garrahy, K. Hamann, J. Jaroch, S. Jones-Bock, L. Kendall, J. Manfredi, B. Meyer, S. Parry, J. Rosenthal, P. Schoon, R. Seglem, R. Shifflet, D. Stern, T. Sullivan, W. Troxel

Members Absent: A. Adkins, C. Anderson, D. Barker, A. Beaman, P. Crowley, C. Cullen, K. Douglas, L. Eckrich, D. Hatch, M. Noraian, H. O'Brien, M. Temple, D. Wilson

Guests: M. Baxter, L. Steffen,

- I. **Call to Order:** P. Schoon called the meeting to order at 3:00 p.m.
- II. **Approval of Minutes of October 1, 2013:** P. Schoon asked for a motion to approve the minutes from October 1, 2013. J. Rosenthal moved for approval. S. Parry seconded the motion. Minutes were approved with no abstentions.
- III. **Information Items:**
 1. **ISU and the Common Core State Standards:** B. Meyer reported ISU has a partnership with the Regional Office of Education and some of the efforts on campus to integrate the Common Core Standards into the College of Education and the university. The Common Core is being incorporated into General Education curricula. A Common Core event was held in August and, approximately 200 ISU teacher education faculty, ISU administrators; p-12 teachers, principals and superintendents had very productive round table discussions focusing on the Common Core standards. The Regional Office of Education and ISU received a \$60,000.00 grant, which facilitated the August event at the Parke Hotel.
 2. **ISU/ISBE Race to the Top III Federal Teacher Preparation Program Redesign Grant (Common Core): Mathematics Education and English Education:** The ISBE Race to the Top Grant focused on grant submissions from Mathematics Education and English Education and how these programs are incorporating the CCSS into their teacher education programs. Grant applications were sent out by the ISBE on July 26th, with an original submission date of September 16th. ISBE extended the submission date to October 31st. D. Garrahy wanted to extend thanks to M. Winsor and D. Barker from Mathematics Education and L. Thetard from English Education for their efforts in completing the grant submission process.
 3. **Updates from the Lauby Center:**
 - a. **Criminal Background Check Update:** D. Garrahy indicated that Adam Walsh Act has changed the Criminal Background Check. ISU is no longer receiving wrap backs. A hand-out was distributed for PBA requirement. The Dr. Lauby Teacher Education Center processed just under 800 Criminal Background Checks from August through October, 2012. This year, during the same time period, over 1900 Criminal Background Checks

were processed as the changes in Criminal Background Checks developed.

L. Steffen distributed a hand-out containing background information and information on PBA requirements. The Legal & Ethical form will be updated. When we receive the Legal & Ethical form from a teacher candidate and it is "met", it is entered into Gateway 1. A staff member from The Lauby Teacher Education Center then checks the two databases. The databases are checked in Gateway 1 and again in Gateway 2 (the semester before the teacher candidate goes out student teaching). P. Schoon asked what the cost is. L. Steffen indicated there is no cost to us nor the student. Currently, we are waiving the Federal Bureau of Investigation Background Check. This may be taken out of the PBA requirements in the future. P. Schoon informed the committee that Chris Koch has a committee to discuss the Criminal Background issue. The Illinois State Police Criminal Background Check is good for one year. The Lauby Center will be working with the programmers to not change the Illinois State Police Criminal Background Check to "N" if it was previously met. This will hopefully be done between semesters. D. Garrahy informed the committee that an email will be sent to teacher candidates to remind them to update their criminal background check if it is coming due. When a school district requires a teacher candidate to complete the school districts' Criminal Background Check, and the teacher candidate pays for it, the school district is obligated to provide the teacher candidate with a copy if requested by the candidate. If the school district pays for the Criminal Background Check, the district is not obligated to give the teacher candidate a copy.

b. On-line Student Teaching Application: D. Garrahy distributed a hand-out on the Student Teaching On-line Application. This semester was the first launching of the online application process. To ensure all applications were received, teacher candidates were also required to submit a hard copy to the Lauby Center. The Lauby Center staff is reviewing the first time process to remove electronic submission issues. Under the placement option, the teacher candidates are choosing "regions". P. Schoon recommended that Placement Option be changed to Placement Preference on the application. Student teaching placements are getting more difficult. Lauby Clinical Coordinators do their best to accommodate the teacher candidate's request, but it is not always feasible. There are approximately 1100 teacher candidates per semester, which require multiple contacts prior to finding a student teaching placement for each candidate. J. Manfredo indicated that in the past, program directors received a student teaching packet that included their application, resume, etc. D. Garrahy will inquire with the coordinators.

c. School Districts and Student Teaching Placements: The Lauby Center has been contacted by our school partners requesting we continue to have the Lauby Center Clinical Coordinators contact school districts for student teaching placements. As there are 60 institutions and over 900 teacher education programs in Illinois, school districts could possibly be dealing with thousands of university staff across the state. J. Manfredo indicated that he contacts a perspective cooperating teacher to see if they are available. D. Garrahy stated that faculty contacting school is problematic. B. Meyer suggested giving a list of cooperating teachers the department coordinators would like to use and give them to the coordinators in The Lauby Education Center and let them make the calls to the districts. Discussion ensued. This topic was tabled to be continued.

d. First Year Teacher Survey: D. Garrahy reported that Illinois Deans of Public Education sends out an annual survey to new alumni. ISU had 700 first year teachers

this year and that required 50-70 calls by each member of the Lauby Center support staff. All colleges across the state have a 60% completion rate.

4. ISBE Update: L. Steffen informed the committee that after fall 2017, students that graduate cannot add Middle Level endorsement with just 2 classes. Advisors need to inform the students that graduate before the fall 2017 semester, need to apply before February. J. Rosenthal would like a written document sent to advisors, as well as an email. The Lauby Center will send 3a and 3b of the ISBE updates to all advisors and all coordinators. L. Steffen recommends sending CTE minutes to all faculty, advisors and coordinators of teacher education. It is encouraged for student teachers to establish an account with ELIS site before they graduate in December.

5. ISBE visit and ISU: P. Schoon informed the committee that State Superintendent and Illinois State graduate, Chris Koch from Illinois State Board of Education is coming to ISU sometime in the future. P. Schoon stated that we want to foster a positive relationship as we would want him on campus frequently. P. Schoon will send more information out as it becomes available. P. Schoon requested the committee to submit questions for Chris and send them to D. Garrahy.

IV. Subcommittee Reports:

A. Curriculum: S. Parry reported that programs in English were approved and next week they will meet for proposal reviews.

B. Student Interests : R. Shifflet reported that Friday, November 1, 2013 was the last day of scholarship applications. They will start reading and evaluating the applications next week.

C. University Liaison and Faculty Interests: B. Meyer reported that there are no rooms available at the Bone Student Center for the Spring Colloquium on February 27, 2013. March 6, 2013 was the other date to have the Spring Colloquium but it is a hectic time for faculty. J. Jaroch indicated that the Bowling and Billiards was available on February 27, 2013. It was unanimous to have the Spring Colloquium at the Bowling and Billiards venue on February 27, 2013.

D. Vision: D. Garrahy reported that an ad-hoc committee to the Vision committee has been met. The ad-hoc committee includes: J. Rosenthal, D. Garrahy, K. Hines, A. Lyde and A. Noel-Elkins. They will design a draft of the vision of the Lauby Center. Once the draft is completed, the ad-hoc committee will propose it to the Vision Committee and move forward.

E. UTE Assessment: L. Steffen reported the committee is reviewing ISBE reports that deal with local program assessments. Half of them were completed last week and the other half of the local program assessments will be completed. Once all of them are completed they will be on the IWAS website. W. Troxel reported that the committee is also working on dispositions to align.

V. Discussion Items: P. Schoon reported the TERB process is being reviewed by our General Counsel. CTE By-laws are being updated as well.

VI. Action Items: None

VII. Announcements and Last Comments:

A. Vice Chair: S. Parry indicated the CTE minutes go to all teacher education coordinators, faculty and advisors to help communicate information from the CTE. D. Garrahy requested the CTE committee to send their faculty, coordinator and advisor lists to S. Conner by Thursday in order to send out the next CTE agenda and minutes to each of them.

B. Members: None

VIII. Adjournment: **P. Schoon** moved to adjourn. S. Parry moved the motion to adjourn. D. Garrahy seconded. P. Schoon adjourned the meeting at 3:55.

**Illinois State University
Council for Teacher Education
Tuesday, November 19, 2013, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, G. Bailey, D. Barker, A. Beaman, C. Brennan, T. Davis, K. Douglas, D. Garrahy, K. Hamann, J. Jaroch, L. Kendall, J. Manfredo, B. Meyer, M. Noraian, S. Parry, J. Rosenthal, D. Stern, T. Sullivan, M. Temple

Members Absent: C. Anderson, G. Bailey, J. Brown, M. Byczynski, J. Cheville, M. Coleman, P. Crowley, L. Eckrich, D. Hatch, S. Jones-Bock, H. O'Brien, R. Seglem, R. Shifflett, P. Schoon, W. Troxel, D. Wilson

Guests: G. Higham, P. Mainieri, E. Palmer, C. Rutherford, L. Steffen, J. Webster

- I. **Call to Order:** P. Schoon called the meeting to order at 3:00 p.m.
- II. **Approval of Minutes of November 5, 2013:** S. Parry asked for a motion to approve the minutes from November 5, 2013. A. Adkins moved for approval. J. Rosenthal seconded the motion. Minutes were approved with no abstentions.
- III. **Information Items:**
 1. **The Lauby Teacher Education Center Clinical Coordinators:** S. Parry introduced the Clinical Coordinators present at the meeting today. This included G. Higham, P. Mainieri, and C. Rutherford. P. Mainieri and G. Higham are responsible for coordinating secondary student teaching placements and C. Rutherford places elementary and early childhood education student teachers.
 2. **Secondary Student Teaching Placement Process:** G. Higham and P. Mainieri presented information on the secondary student teaching placement processes. A hand-out outlining the process was provided and discussed. P. Mainieri discussed the basic placement process. G. Higham discussed the placement process and what happens when a student falls into the placement process "loop". This typically happens when a student is not able to be placed in a desired student teaching placement due to a variety of reasons. The committee discussed the possibility of building partnerships with specific school districts to ensure placements within specific departments.

J. Rosenthal inquired about ISU having specific contracts with school districts similar to contracts that U of I or Northern Illinois have with specific school districts. D. Garrahy will be discussing the possibility of contracts with Dean Schoon in the future. L. Steffen provided some background information regarding the U of I/NIU specific contracts. M. Noraian addressed the committee and stated she appreciates the partnerships taking place between her department and The Lauby Teacher Education Center placement coordinators. S. Parry asked about the prevalence of students going through the interview process when being considered by school districts for placements. G. Higham stated that the interview process is becoming more of a reality across school districts in the Chicago suburbs. He stated that he and P. Mainieri are working with students to assist them in being better prepared for the interview process. D. Garrahy

addressed the group to say that preparing student teacher candidates for interviews is essential. A. Adkins also expressed the importance of having intentional conversations between ISU and partner schools in order to strengthen partnerships within the districts. G. Higham notified committee members that specific district placement information is available if anyone wants to look more closely at the specific district. G. Higham and P. Mainieri are available to meet with departments to discuss the placement process in more detail as it related to their specific department

3. edTPA Update: E. Palmer handed out the Implementation Status Report for 11/20/13. Scoring project for November was finished on November 11 with ten submitting portfolios before Thanksgiving. December scoring projects will be up and running soon among selected departments. A. Adkins asked about edTPA being taken more seriously by students and that while effort is consistent the quality still varies. Issues remain with students not completely following the logistical details when submitting information. E. Palmer discussed new supports being put in place on a department-specific basis. These supports include writing organizers and peer review sheets. Students have found these to be helpful in the departments where these supports have been implemented. A. Adkins addressed that ISU needs to start thinking about the remediation process for those students who will not pass the edTPA. Discussions need to begin at the Provost level on what remediation and support options will be offered as well as matriculation options.

IV. Subcommittee Reports:

A. Curriculum: S. Parry reported on changes to Math Education classes. She also reported that some minors have been deleted and are no longer available. These include: Physical Education minor, School Health Education minor, and Political Science Education minor.

B. Student Interests : D. Barker reported that scholarship applications are being evaluated now and should be done in two weeks.

C. University Liaison and Faculty Interests: B. Meyer reported on the Spring Colloquium scheduled for 2/27/14 at the Bowling & Billiards Center. The committee is working on the agenda, speakers, and By-laws.

D. Vision: D. Garrahy reported that an ad-hoc committee to the Vision committee has met. The next step is to discuss the future vision of The Lauby Teacher Education Center and form an ad-hoc committee or representatives of The Lauby Teacher Education Center staff to receive their input on the future vision of The Lauby Teacher Education Center.

E. UTE Assessment: A. Adkins reported that the committee finished the state program reports.

V. Discussion Items: A. Adkins encouraged the group to check out the new Exploratorium on the 3rd floor of DeGarmo. It is being well received by the students so far.

VI. Action Items: None

VII. Announcements and Last Comments:

A. Vice Chair: None

B. Members: None

VIII. Adjournment: A. Adkins moved to adjourn. D. Garrahy seconded. S. Parry adjourned the meeting at 4:15 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, January 21, 2013, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, C. Anderson, A. Beaman, J. Brown, M. Byczynski, J. Cheville, M. Coleman, C. Cullen, T. Davis, L. Eckrich, D. Garrahy, K. Hamann, D. Hatch, J. Jaroch, L. Kendall, J. Manfredo, B. Meyer, K. Mountjoy, M. Noraian, H. O'Brien, S. Parry, J. Rosenthal, R. Shifflett, D. Stern, T. Sullivan, M. Temple

Members Absent: P. Crowley, K. Douglas, S. Jones-Bock, P. Schoon, R. Seglem, S. Semonis, W. Troxel, D. Wilson

Guests: G. Higham, P. Mainieri, E. Palmer, C. Rutherford, L. Steffen, J. Webster

- I. **Call to Order:** S. Parry called the meeting to order at 3:00 p.m.

- II. **Approval of Minutes of December 3, 2013:** S. Parry asked for a motion to approve the minutes from December 3, 2013. A. Adkins moved for approval. J. Rosenthal seconded the motion. Minutes were approved with no abstentions.

- III. **Subcommittee Reports:**
 - A. **Curriculum:** No report

 - B. **Student Interests :** R. Shifflett reported that the scholarship winners were announced and sent out. The committee is preparing a survey that will be sent out shortly to gauge student interests.

 - C. **University Liaison and Faculty Interests:** B. Meyer reported that the committee has been working on the Spring Colloquium. The Colloquium is scheduled for February 28, 2014 from 3:30 – 5:30 in the Bowling & Billiards Ballroom. Advertising for the colloquium is on-going and “save the date” correspondence will be sent out shortly. The focus of the colloquium will be on Teacher Performance Assessment, both pre-service and in-service.

 - D. **Vision:** D. Garrahy reported that following the ad-hoc committee’s work, comments and suggestions from The Lauby Teacher Education Center Administrative Professional staff will be solicited at the next meeting to note their vision for The Lauby Teacher Education Center.

 - E. **UTE Assessment:** A. Adkins reported the Fall 2013 edTPA score results are being discussed. A sub-group is examining a pro-active approach to disposition concerns.

IV. Information Items:

1. Clinical Coordinator for Early Childhood and Elementary Education: C. Rutherford reported on the types of work she does for The Lauby Teacher Education Center.

C. Rutherford places teacher candidates for Elementary, Bi-lingual and Early Childhood programs and getting student's information into the mainframe. She places 120-150 traditional students a year. J. Donnell in Teaching and Learning places the PDS students. The entire class goes for 209 Literacy clinicals and the placements are local. For Early Childhood 292, there are 2 placements (Infant/Toddler). For Early Childhood 293 or 294, the students get placed K-3rd for 293 and K1 and 2nd-3rd for 293. The teacher candidates for ECE get all their 50 diversity hours in 293. There are factors and logistics that go into the numerous placements made, both locally and within a 50 mile radius of campus.

2. Clinical Experience/CBC/Disposition Update: D. Garrahy

reported that there are currently 140 teacher education majors in clinical placements who do NOT have current Criminal Background Checks on file and are out participating in a clinical experience. D. Garrahy indicated this is extremely problematic since our clinical partners assume we have taken care of this responsibility. D. Garrahy stressed that The Lauby Teacher Education Center cannot be the policing agent for this issue because the numbers campus wide are too great. Every Friday, The Lauby Teacher Education Center sends an updated email to faculty of anyone in teacher education classes who have not been cleared. D. Garrahy is asking for faculty assistance in addressing this issue. In order to reiterate the seriousness of this issue, an electronic disposition concern will be sent to those students who do not have a current Illinois State Police Fingerprint Criminal Background Check on file with The Lauby Teacher Education Center.. S. Parry suggested that the Associate Deans also be included in receiving the weekly email that is sent to the faculty members so they are kept apprised on what is happening. A. Adkins will gather all the name of the Associate Dean's and provide the list to D. Garrahy. J. Rosenthal sees this issue as a "systems issue" and posed the question of how we can make the system work better. M. Noraian stated the fact that some students are compliant with the Criminal Background Check requirement at the beginning of the semester and then the Criminal Background Check expires during the semester. M. Noraian also sees this as a change from what used to be done with Criminal Background Checks in the past and it may take time for students and faculty to get used to a new way of doing things. Discussion of this noted that the 140 count does not include non-teacher education majors who are in these classes who may also be placed in a clinical setting. It was clarified that some classes do not require the non-teacher education majors to complete the clinical assignment but currently there is no way to remove these students from the Friday email list.

3. "Incomplete" Grades – what it means for a student teacher: D. Garrahy wanted to clarify the issue of incomplete grades. Teacher Education majors must have received a "C" or better in any teacher education major or major class before being allowed to student teach. A grade of "incomplete" does not constitute a "C" or better.

IV. Subcommittee Reports:

A. Curriculum: S. Parry reported the committee approved to delete the Economics teacher education minor and Political Science teacher education minor. Other changes were as follows:

- Revision of the Music Education major
- New course: MUS 217 Foundations of Music Teaching and Learning
- New Course MUS 274 Ensemble Methods I: Teaching Elem/JHS Band, Choir, Strings
- Revised course LAN 321.11 Integrating Technology into the Foreign Language Classroom
- Revised course MAT 326 Mathematical Problem Solving Using Technology
- Revised sequence: Teacher Certification Sequence in Major on Mathematics
- Deletion of Minor in School Health Education
- Deletion of Minor in Physical Education
- Revised course MAT 223 Introduction to Secondary Mathematics Education

B. Student Interests : M. Noraian reported that contest applications are currently being reviewed by the committee.

C. University Liaison and Faculty Interests: No report.

D. Vision: No report.

E. UTE Assessment: No report.

V. Discussion Items: None

VI. Action Items: None

VII. Announcements and Last Comments:

A. Chair: P. Schoon wished everyone a happy holiday.

B. Vice Chair: None

C. Members: D. Garrahy introduced R. Seglem as the new Coordinator of Secondary Programs and Professional Development Schools.

VIII. Adjournment: P. Schoon asked for motion to adjourn. A. Adkins moved to adjourn the meeting. S. Parry seconded. P. Schoon adjourned the meeting at 3:30 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, January 21, 2014, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, C. Anderson, A. Beaman, J. Brown, M. Byczynski, J. Cheville, M. Coleman, C. Cullen, T. Davis, L. Eckrich, D. Garrahy, K. Hamann, D. Hatch, J. Jaroch, L. Kendall, J. Manfredo, B. Meyer, K. Mountjoy, M. Noraian, H. O'Brien, S. Parry, J. Rosenthal, R. Shifflett, D. Stern, T. Sullivan, M. Temple

Members Absent: P. Crowley, K. Douglas, S. Jones-Bock, P. Schoon, R. Seglem, S. Semonis, W. Troxel, D. Wilson

Guests: G. Higham, P. Mainieri, E. Palmer, C. Rutherford, L. Steffen, J. Webster

- I. **Call to Order:** S. Parry called the meeting to order at 3:00 p.m.

- II. **Approval of Minutes of December 3, 2013:** S. Parry asked for a motion to approve the minutes from December 3, 2013. A. Adkins moved for approval. J. Rosenthal seconded the motion. Minutes were approved with no abstentions.

- III. **Subcommittee Reports:**
 - A. **Curriculum:** No report

 - B. **Student Interests :** R. Shifflett reported that the scholarship winners were announced and sent out. The committee is preparing a survey that will be sent out shortly to gauge student interests.

 - C. **University Liaison and Faculty Interests:** B. Meyer reported that the committee has been working on the Spring Colloquium. The Colloquium is scheduled for February 28, 2014 from 3:30 – 5:30 in the Bowling & Billiards Ballroom. Advertising for the colloquium is on-going and “save the date” correspondence will be sent out shortly. The focus of the colloquium will be on Teacher Performance Assessment, both pre-service and in-service.

 - D. **Vision:** D. Garrahy reported that following the ad-hoc committee’s work, comments and suggestions from The Lauby Teacher Education Center Administrative Professional staff were solicited and will be shared at the next Vision Committee meeting.

 - E. **UTE Assessment:** A. Adkins reported the fall 2013 edTPA score results are being discussed. A sub-group is examining a pro-active approach to disposition concerns.

- IV. **Information Items:**
 1. **Clinical Coordinator for Early Childhood and Elementary Education:** C. Rutherford

reported on the type of work she does for The Lauby Teacher Education Center. C. Rutherford places teacher candidates for Elementary, Bi-lingual and Early Childhood programs and submitting student's information into the mainframe. She places 120-150 traditional students a year. J. Donnell in Teaching and Learning places the PDS students. For TCH 209, the entire class completes literacy clinicals and the placements are local. For Early Childhood 292, there are 2 placements (Infant/Toddler). For Early Childhood 293 or 294, the students get placed K-3rd for 293 and K1 and 2nd-3rd for 293. The teacher candidates for ECE receive all 50 diversity hours in 293. There are factors and logistics that go into the numerous placements made, both locally and within a 50 mile radius of campus.

2. Clinical Experience/CBC/Disposition Update: D. Garrahy reported in the fall 2013 semester, there were 140 students in clinical placements who did not have a current Illinois State Police Fingerprint Criminal Background Check (ISP CBC). As a result, disposition notices were sent out on 12/17/13 and will be uploaded into the mainframe shortly. D. Garrahy personally sent 108 email responses to students and met with any student or faculty member who requested a meeting. Other notes regarding clinical issues:

- Requests are made to programs each semester from The Lauby Teacher Education Center to identify the courses with clinicals for the upcoming semester.
 - Based on that information, blue documentation forms are pre-slugged with course information. If an instructor needs a blue documentation form, their students need an Illinois State Police Fingerprint Criminal Background Check (ISP CBC) on file in The Lauby Teacher Education Center prior to beginning the clinical.
 - The blue documentation forms are aligned with the Friday night emails professors receive throughout the semester, notifying them of the students who have not met the Illinois State Police Fingerprint Criminal Background Check requirement for the professor's course.
- The Lauby Teacher Education Center does not know the type of clinical experiences completed in the professor's course or when the clinical begins or ends.
 - For the fall 2013 there were 245 courses that requested blue documentation forms
 - Approximately 6,000 forms will be processed for fall, 2013
 - If an Illinois State University student is working/observing an under aged minor, regardless of the clinical location (on/off campus, agency) – they must have and Illinois State Police Fingerprint Criminal Background Check on file in The Lauby Teacher Education Center.
- Undeclared Students:
 - Professors will have students in their teacher education courses who are "undeclared" during some portion of the semester. Once the student is accepted into a teacher education program, the student must check to make sure their Illinois State Police Fingerprint Criminal Background Check status has been

updated into the Performance Based Assessment system.

- If they do not see their Illinois State Police Fingerprint Criminal Background Check entered into the Performance Based Assessment system, within due course, they need to contact The Lauby Teacher Education Center to follow up.

- School Partners

- Our school partners rely on Illinois State University to make sure all Illinois State University students entering their schools/agencies, etc. have met the Illinois State Police Fingerprint Criminal Background Check requirement. Please know that at any time our school partners can refuse to accept any Illinois State University student or faculty into their buildings. Maintaining their trust is imperative.

- Faculty should know that Accurate Biometrics has a storefront adjacent to the Alumni Center. This is a convenient location for our students to complete their Illinois State Police Fingerprint Criminal Background Check.

V. **edTPA Portfolio Update:**

1. Portfolio scoring results: E. Palmer reported almost all portfolios scored last semester are received and the initial assessment is that the scores look good.

Programs are reminded that:

- 1) in the Spring the candidate release form must be signed and;
- 2) students will be able to submit their edTPA portfolio to Pearson

Approximately 140 portfolios were evaluated. Some students had submission issues (poor video or wrong artifact included). E. Palmer reiterated that when the portfolios become consequential (fall, 2015), any similar errors will result in students having to pay a second fee to re-submit their portfolios. Thus, programs should do logistical checks to make sure material is correctly formatted and submitted. As results come in, E. Palmer has been able to pull some examples to share with programs and their methods classes. A. Adkins reported with a cut score of 39, Illinois State University had approximately 73% pass rate. It was not possible to see any particular pattern across the rubrics, although students generally did better in planning versus instruction. On the Learning Environment rubric, only 9 portfolios scored below a 3. A possible explanation for low scores could be “test fatigue” – by the time students get to the final assessment rubric they may get less focused. It is possible to shuffle the rubrics so the same one is not always the last one they do.

2. Implementation: A. Adkins reported with Illinois State University’s large programs, it is worth noting that even if we have a 90-95% success rate, Illinois State University will have a significant number of placements to make for remediation. A working group has been created to advance trouble shooting that consists of J. Rosenthal, E. Palmer, P. Schoon, D. Garrahy, A. Adkins and S. Parry. This group is looking at a number of options such as a pre-edTPA course to help prepare students.

VI. **State Superintendent Chris Koch’s visit to Illinois State University:**

A. Adkins reported that the visit is scheduled for 1/28/14 from 10:00 – 11:30 in DeGarmo 551. The purpose of the visit is to see teacher education programs at the university and be informed to what is going on in the programs. The College of Education is hoping to have positive interactions with him.

VII. Discussion Items: None

VIII. Action Items:

IX. Announcements and Last Comments:

A. Chair: None

B. Vice Chair: None

C. Members: D. Garrahy thanked the students who have been coming to the CTE meetings.

X. Adjournment: **S. Parry** asked for motion to adjourn. D. Garrahy moved to adjourn. A. Adkins seconded. S. Parry adjourned the meeting at 3:55 p.m.

Illinois State University
Council for Teacher Education
Tuesday, February 4, 2014, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551

Minutes

Members Present: A. Adkins, C. Anderson, A. Beaman, S Bock-Jones, J. Brown, M. Byczynski, J. Cheville, M. Coleman, P. Crowley, C. Cullen, T. Davis, K. Hamann, D. Hatch, J. Jaroch, L. Kendall, J. Manfredo, B. Meyer, K. Mountjoy, M. Noraian, H. O'Brien, S. Parry, P. Schoon, R. Seglem, R. Shifflet, D. Stern

Members Absent: K. Douglas, L. Eckrich, D. Garrahy, J. Rosenthal, S. Semonis, T. Sullivan, W. Troxel, D. Wilson

Guests: **C. Herald**, G. Higham, P. Mainieri, K. Mills, M. Monts, E. Palmer, C. Rutherford, L. Steffen, J. Webster

I. Call to Order: P. Schoon called the meeting to order at 3:00 p.m.

II. Subcommittee Reports:

A. Curriculum: No report

B. Student Interests : R. Shifflett reported that the committee is finalizing the survey for Illinois State Criminal Background Checks and they are waiting on feedback from students regarding issues with the Criminal Background Check site and other significant issues for students.

C. University Liaison and Faculty Interests: B. Meyer reported the Spring Colloquium will be Thursday, February 27, 2014 from 3:30 – 5:30 in the Bowling & Billiards Ballroom. Flyers were emailed. There will be bookmarks/door hangers with the information to be distributed. There are 4 laptops and 4 iPads for members to register if they have not already done so. To date, there are 30 plus registered and they would like to see this number double.

D. Vision: No report

E. UTE Assessment: A. Adkins reported that J. Donnel, Director of Student Teaching in Teaching and Learning did a presentation for the committee on the Danielson Framework. A. Adkins thought she would be a good speaker for the entire CTE. A new disposition proposal will be coming forward soon. The CAEP meeting in Nashville will be the end of March. This will assist guidance for ISU as we proceed with accreditation.

III. Information Items:

1. Middle Level and Professional Education Sequence: **C. Herald** reported on the responsibilities of her job in The Dr. Lauby Teacher Education Center.

A. Arranges clinical placements for secondary and K-12 teacher candidates who are completing the professional education sequence. Since January, C. Herald has made 300 clinical placements. Additionally, C. Herald arranges student teaching placements for middle level majors. To date, 65 middle level teacher candidates have applied for student teaching, a percentage of whom will be in a PDS.

B. C. Herald handles blue documentation forms. The Dr. Lauby Center handles all things related to the blue scantron forms used to document the 100 clinical hours teacher candidates must complete for licensure. Her assistant, J. Watson, does the lion's share of the data entry. The data on these forms are used for myriad purposes by The Dr. Lauby Teacher Education Center and departments across campus. Each blue doc generates a one-hour ISU graduate tuition waiver. The waivers are distributed to district offices and agencies twice a year. To date, 4600 blue docs from summer/fall 2013 have been processed, with about 1000 left to complete. Additionally, spring 2014 blue docs have been pre-slugged and delivered to 200 course instructors.

C. Criminal Background Checks. The Dr. Lauby Teacher Education Center handles all things related to Illinois State Criminal Background Checks. J. Watson does the majority of the data entry. Since the beginning of the spring 2014 semester, we have processed 650 Illinois State Police fingerprint criminal background checks, exactly two times as many as were processed by this time during the spring 2013 semester.

Additionally, C. Herald updates The Lauby Teacher Education Center website and works

2. Lab Schools: L. Kendall distributed hand-outs. L. Kendall oversees the clinical experiences at the lab schools. Their role in teacher education is:

- Provide schools in which excellence in education theory and practice can be observed, studied and practiced by teacher candidates and other pre-service school professionals
- Provide environments in which research and development activities may be conducted
- Provide comprehensive, high-quality academic program for Metcalf and University High School students
- Promote effective, high-quality education throughout the teaching profession and to aid other educators in the process of improving quality of education in their schools

The ways the Lab Schools role in teacher education is implemented:

- Site for clinicals – at least 11 departments every semester, forty-two different courses. There is a year-long internship opportunity at U-High.

- Chances for ISU students to work and/or volunteer in a variety of programs – student workers in cafeteria, during recess, before and after school, working high school games.
- Ability for collaboration between ISU faculty and Laboratory Schools’ faculty – variety of clinical opportunities have been redesigned with collaborative efforts to enhance the experience for students. Also, a new online registration system for clinicals was developed.
- Research Opportunities
- Common Core State Standards and Next Generation Science Standards – both schools have fully implemented CCSS and are in the beginning stages of implementation of NGSS, Teacher education faculty and teacher candidates have been invited to take part in training sessions that teach about the CCSS, presented by Christine Paxson.
- Technology Integration – students in grades 4-12 have one-to-one, students pre-k – 3rd grade have access to and use technology daily. There are a variety of programs used daily at both schools.
- Hosting sites to disseminate information for area professionals

3. Alumni Survey: A. Adkins distributed a hand-out showing the results of the most recent survey. The survey is distributed during the spring – early summer to students 1 – 5 years out. While the overall response rate at the university level is not outstanding, there are a good number of COE responses. Responses, overall are favorable, with the lowest areas still over 90% positive, and indicative that ISU is doing a great job. Discussion ensued. There are also 1st and 5th year surveys that are completed for alumni with employers. Those produce great results as well.

4. Update on Appeals Process: P. Schoon reported that CTE executive committee met with General Counsel to formulate different ideas. General Counsel will get back with their recommendation. This could be a possible action item at the next meeting. We have not had any appeal to CTE, only an appeal to TERB and the decision was related to the teacher candidate and there was no appeal.

IV. Discussion Items: None

V. Action Items: None

VI. Announcements and Last Comments:

A. Vice-Chair: A. Adkins reported that Chris Koch will be at Old Main at 7:00 for Q & A. A. Adkins encouraged the committee to attend.

B. Members: M. Noraian stated that Karen Lewis will be at Bone Student Center on 2/24/14 at 7:00 p.m. Topic is Defending Public Education, along with Black

History Month. P. Crowley reminded committee members to take a set of bookmarks and distribute to the staff of their program.

- VII. Adjournment:** P. Schoon asked for motion to adjourn. S. Parry moved to adjourn. A. Adkins seconded. P. Schoon adjourned the meeting at 3:30 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, February 18, 2014, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, C. Anderson, A. Beaman, S. Bock-Jones, J. Brown, M. Byczynski, J. Cheville, M. Coleman, P. Crowley, C. Cullen, T. Davis, K. Hamann, D. Hatch, J. Jaroch, L. Kendall, J. Manfredo, B. Meyer, K. Mountjoy, M. Noraian, H. O'Brien, S. Parry, P. Schoon, R. Seglem, R. Shifflet, D. Stern

Members Absent: K. Douglas, L. Eckrich, D. Garrahy, J. Rosenthal, S. Semonis, T. Sullivan, W. Troxel, D. Wilson

Guests: C. Herald, G. Higham, P. Mainieri, K. Mills, M. Monts, E. Palmer, C. Rutherford, L. Steffen, J. Webster

I. **Call to Order:** P. Schoon called the meeting to order at 3:00 p.m.

II. **Subcommittee Reports:**

A. **Curriculum:** No report

B. **Student Interests :** R. Shifflet reported that the committee is finalizing the survey for Illinois State Criminal Background Checks and they are waiting on feedback from students regarding issues with the Criminal Background Check site and other significant issues for students.

C. **University Liaison and Faculty Interests:** B. Meyer reported the Spring Colloquium will be Thursday, February 27, 2014 from 3:30 – 5:30 in the Bowling & Billiards Ballroom. Flyers were emailed. There will be bookmarks/door hangers with the information to be distributed. There are 4 laptops and 4 iPads for members to register if they have not already done so. To date, there are 30 plus registered and they would like to see this number double.

D. **Vision:** No report

E. **UTE Assessment:** A. Adkins reported that J. Donnel, Director of Student Teaching in Teaching and Learning, did a presentation for the committee on the Danielson Framework. A. Adkins thought she would be a good speaker for the entire CTE. A new disposition proposal will be coming forward soon. The CAEP meeting in Nashville will be the end of March. This will assist guidance for ISU as we proceed with accreditation.

III. **Information Items:**

1. **Middle Level and Professional Education Sequence:** C. Herald reported on the responsibilities of her job in the Lauby Teacher Education Center.

A. Arranges clinical placements for secondary and K-12 teacher candidates who are completing the professional education sequence. Since January, C. Herald has made 300 clinical placements. Additionally, C. Herald arranges student teaching placements for middle level majors. To date, 65 middle level teacher candidates have applied for student teaching, a percentage of whom will be in a PDS.

B. C. Herald handles blue documentation forms. The Lauby Teacher Education Center handles all things related to the blue scantron forms used to document the 100 clinical hours teacher candidates must complete for licensure. Her assistant, J. Watson, does the lion's share of the data entry. The data on these forms are used for myriad purposes by the Lauby Teacher Education Center and departments across campus. Each blue doc generates a one-hour ISU graduate tuition waiver. The waivers are distributed to district offices and agencies twice a year. To date, 4600 blue docs from summer/fall 2013 have been processed, with about 1000 left to complete. Additionally, spring 2014 blue docs have been pre-slugged and delivered to 200 course instructors.

C. Criminal Background Checks. The Lauby Teacher Education Center handles all things related to Illinois State Criminal Background Checks. J. Watson does the majority of the data entry. Since the beginning of the spring 2014 semester, we have processed 650 Illinois State Police fingerprint criminal background checks, exactly two times as many as were processed by this time during the spring 2013 semester.

Additionally, C. Herald updates the Lauby Teacher Education Center website and works as faculty advisor for the Student Education Association (SEA).

2. Lab Schools: L. Kendall distributed hand-outs. L. Kendall oversees the clinical experiences at the lab schools. Their role in teacher education is:

- Provide schools in which excellence in education theory and practice can be observed, studied, and practiced by teacher candidates and other pre-service school professionals
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- Ability for collaboration between ISU faculty and Laboratory Schools’ faculty – variety of clinical opportunities have been redesigned with collaborative efforts to enhance the experience for students. Also, a new online registration system for clinicals was developed.
- Research Opportunities
- Common Core State Standards and Next Generation Science Standards – both schools have fully implemented CCSS and are in the beginning stages of implementation of NGSS, Teacher education faculty and teacher candidates have been invited to take part in training sessions that teach about the CCSS, presented by Christine Paxson.
- Technology Integration – students in grades 4-12 have one-to-one, students pre-k – 3rd grade have access to and use technology daily. There are a variety of programs used daily at both schools.
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3. Alumni Survey: A. Adkins distributed a hand-out showing the results of the most recent survey. The survey is distributed during the spring – early summer to students 1 – 5 years out. While the overall response rate at the university level is not outstanding, there are a good number of teacher education responses. Responses overall are favorable, with the lowest areas still over 90% positive, and indicative that ISU is doing a great job. Discussion ensued. There are also 1st and 5th year surveys that are completed for alumni with employers. Those produce great results as well.

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IV. Discussion Items: None

V. Action Items: None

VI. Announcements and Last Comments:

A. Vice-Chair: None

B. Members: A. Adkins reported that Chris Koch will be at Old Main at 7:00 for Q & A. A. Adkins encouraged the committee to attend.

M. Noraian stated that Karen Lewis will be at Bone Student Center on 2/24/14 at 7:00 p.m. Topic is Defending Public Education, along with Black History Month.

P. Crowley reminded committee members to take a set of colloquium bookmarks and distribute to the staff of their program.

VII. Adjournment: P. Schoon asked for motion to adjourn. S. Parry moved to adjourn. A. Adkins seconded. P. Schoon adjourned the meeting at 3:30 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, March 4, 2014, 3:00 p.m. - 4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Beaman, S. Jones-Bock, J. Brown, M. Coleman, P. Crowley, K. Douglas, L. Eckrich, D. Garrahy, K. Hamann, J. Jaroch, L. Kendall, J. Manfredo, K. Mountjoy, H. O'Brien, S. Parry, P. Schoon, R. Seglem, S. Semonis, R. Shifflet, D. Stern

Members Absent: C. Anderson, M. Byczynski, J. Cheville, C. Cullen, T. Davis, D. Hatch, B. Meyer, M. Noraian, J. Rosenthal, T. Sullivan, M. Temple, W. Troxel, D. Wilson

Guests: G. Higham, P. Mainieri, K. Mills, M. Monts, E. Palmer, C. Rutherford, L. Steffen, J. Webster

- I. **Call to Order:** P. Schoon called the meeting to order at 3:05 p.m.
- II. **Approval of Minutes of February 18, 2014:** P. Schoon asked for a motion to approve the minutes from February 18, 2014. S. Parry moved for approval. D. Garrahy seconded the motion. Minutes were approved with no abstentions.
- III. **Subcommittee Reports:**
 - A. **Curriculum:** No report
 - B. **Student Interests:** R. Shifflet reported the committee received 236 Teacher Education surveys. The surveys consisted of feedback for the Illinois State Criminal Background Checks and other concerns. Responses continue to come in to the committee.
 - C. **University Liaison and Faculty Interests:** L. Kendall reported the Spring Colloquium was very successful and had 63 attendees for this semester. L. Kendall expressed thanks to all that attended.
 - D. **Vision:** D. Garrahy reported the committee met and received feedback on the future expanded services of the Lauby Teacher Education Center. Feedback was received from across campus including: A/P staff from the Lauby Teacher Education Center, a representative from the Provost's office, University College, faculty, Vision Committee members, and students. The Vision Committee recommended the next step in the process include the prioritization of recommendations come from P. Schoon, S. Parry and D. Garrahy. It would be appreciated if members from CTE would email their ideas/suggestions to D. Garrahy.
 - E. **UTE Assessment:** A. Adkins reported the committee met and reviewed the state content test and APT test results. Some programs had low sub-scores across the sub-tests. The committee looked for patterns for the low scores and identified reasons for

them. A sub-group of the committee also discussed the proactive approach to dispositions and mapped out the framework. They are waiting for the update regarding CAEP standards.

IV. Information Items:

1. Special Education: K. Mills and M. Monts reported on the responsibilities of their roles in the Lauby Teacher Education Center and the ways in which they document and track the placement of their teacher candidates and student teachers.

A. Arrange clinical placements for disability types. M. Monts places Deaf Hard of Hearing and double majors for LBSI. K. Mills places LBSI teacher candidates. LBSI breaks down further into social & emotional, mild academic and adaptive – life skills.

B. K. Mills and M. Monts also place not only LBSI, DHH and LVB, they place students from elementary through high school. The disability has to be elementary grade level specific.

C. K. Mills and M. Monts are successful in their placements due to their relationship with SED and school partners. They are treated as a team member, very collaborative and collegial.

D. Garrahy commented that the members of CTE have met every coordinator in the Lauby Teacher Education Center, the men and women who make student teaching placements across university teacher education. The Teacher Education Center has made close to 900 placements this academic year including multiple placements for students in K-12 programs. The coordinators work diligently on behalf of our teacher candidates.

V. Discussion Items: P. Schoon distributed a hand-out on the proposed CTE/TERB (Teacher Education Review Board) Appeal Process. Prior to leaving, Dean Curtis and the CTE Executive Committee initiated changes in the CTE/TERB process. The hand-out P. Schoon provided is the recommendation by General Counsel at Illinois State University. Following a review of these recommendations, P. Crowley summarized the proposed changes and P. Schoon agreed that the main change is that the student may no longer make an appeal to the full CTE. The student will be heard only in front of TERB and has no further recourse. P. Crowley stated that this change concerns her as she observes that a layer of protection is taken from a student with a grievance. K. Mountjoy added that she, too, is concerned that the proposed policy denies a student access to the full CTE Committee. P. Schoon stated that General Counsel suggested this procedure provides sufficient due process and that P. Schoon would like to have this as an action item today. P. Schoon added that the process as outlined is designed to give students with grievances due process yet keep the procedure fair and timely. Also, there was no guarantee that all CTE members would have a clear understanding of all the issues, whereas the CTE Executive Board (TERB) had thoroughly reviewed all documentation. Discussion ensued. L. Eckrich stated that there is confusion in the language of the proposed procedures. There is a lack of consistency in the language between CTE Executive Board and TERB (members are the same for both

committees). P. Schoon noted that the language reflected the current language in the CTE By-Laws. P. Schoon asked for a motion to accept the proposed CTE Appeal Process revision and move to an action item. R. Seglem moved for acceptance. S. Semonis seconded the motion. Motion passed unanimously with no abstentions.

VI. Action Items: Proposed CTE Appeal Process revision: P. Schoon asked for a motion to approve the proposed CTE Appeal Process revision. A. Adkins moved for approval. S. Parry seconded the motion. The proposed CTE Appeal Process Revision was unanimously approved by the CTE committee.

VII. Announcements and Last Comments:

A. Vice-Chair: None

B. Members: None

VIII. Adjournment: P. Schoon asked for motion to adjourn. A. Adkins moved to adjourn. S. Parry seconded the motion. P. Schoon adjourned the meeting at 4:05 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, April 1, 2014, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Beaman, S. Jones-Bock, J. Brown, M. Byczynski, J. Cheville, M. Coleman, P. Crowley, C. Cullen, T. Davis, D. Garrahy, K. Hamann, D. Hatch, L. Kendall, J. Manfreda, B. Meyer, K. Mountjoy, M. Noraian, H. O'Brien, S. Parry, J. Rosenthal, R. Seglem, S. Semonis, D. Stern, D. Stern, W. Troxel

Members Absent: C. Anderson, K. Douglas, L. Eckrich, J. Jaroch, P. Schoon, R. Shifflett, T. Sullivan, M. Temple, D. Wilson

Guests: G. Higham, P. Mainieri, E. Palmer, C. Rutherford, W. Smith, L. Steffen

- I. **Call to Order:** S. Parry called the meeting to order at 3:00 p.m.
- II. **Approval of Minutes from March 4, 2014:** S. Parry motioned to approve the minutes from March 4, 2014. S. Parry had indicated that P. Schoon had stated he considered some of the corrections to be "friendly" corrections and some to be "unfriendly" corrections.

P. Crowley distributed a hand-out with suggestions to the minutes. A discussion took place regarding the procedure to follow to discuss and correct the minutes. W. Smith, Legal Counsel suggested voting on each item before proceeding with the meeting.

M. Coleman made one friendly correction to the minutes.

Motion made: Move to accept minutes with friendly amendment as follows: addition of motion to accept minutes of 2/18/14. Moved by S. Parry, seconded by D. Garrahy, passed unanimously; notation in minutes to move the proposed CTE Appeals Process revision to an action item. Moved by R. Seglem, seconded by S. Semonis, passed unanimously.

Moved by J. Rosenthal, Seconded by A. Adkins

Discussion: P. Crowley asked for acceptance if her suggestions, as distributed, as a friendly amendment to the minutes. S. Parry motioned to approve P. Crowley's suggestions. Motion failed with 2 abstentions.

J. Rosenthal suggested approving P. Crowley's suggestions except for the portions indicating "without further discussion" and "no further discussion occurred."

Discussion: A new friendly amendment to J. Rosenthal's motion to include more of the discussion provided in P. Crowley's hand-out. S. Parry indicated that she and P. Schoon stated there was discussion.

Motion: S. Parry motioned to approve. A. Adkins seconded the motion. Motion passed 9 yes, 3 no, 5 abstentions.

Motion to approve the amended minutes – approved unanimously.

III. Subcommittee Reports:

A. Curriculum: No report. S. Parry reminded committee members their next meeting will be at 2:30 instead of 3:00. J. Rosenthal noted that the 2014-2016 catalogs are finished.

B. Student Interests: K. Hamann reported that the committee is reviewing the survey results and coding responses to the concerns. A final report will be prepared shortly.

C. University Liaison and Faculty Interests: B. Meyer reported the committee received 10 evaluations from the Spring Colloquium. Out of the 10 evaluations, most of them were 4 out of 5 and positive regarding topic. The evaluations contained suggestions for topic names for next year. There were 492 applications for the CTE scholarships. The review process will begin April 8. Due to the volume of applications, the committee members will be seeking assistance in the review process from other sub-committee members.

D. Vision: No report. D. Garrahy did inform the members that herself, P. Schoon and S. Parry have been charged with setting priorities and making changes from previously generated recommendations.

E. UTE Assessment: A. Adkins reported the feedback received from the state report and NCATE were consistent. The committee has been meeting since the fall and will present recommendations to the Assessment committee and CTE. The committee consists of: K. Appel, B. Hutchison, L. Steffen, D. Barker, M. Henninger, A. Adkins and T. Van Prooyen. Tracy's contribution has been very rewarding. The topics they are working on are:

1. Where do we see our teacher candidates in their progress each year, semester, etc.
2. Aligning dispositions with ISBE code of ethics, IPTS and Danielson framework. All need to be fulfilled.

To be proactive, the committee has identified dispositions they are looking for from teacher candidates such as reflection. These dispositions have been aligned with the Professional Education Code of Ethics and the Danielson model. The committee has also crafted rubric descriptors that apply to the dispositions. They are attempting to identify program points where teacher candidates should be developing these dispositions and how they could be evaluated. CTE members voiced concern over a teacher candidate who may receive positive evaluations throughout the program and then a negative evaluation during student teaching. J. Rosenthal raised the question:

Is it developmental or consequential?

D. Hatch, CAEP4 Examiner had concerns regarding constituents (secretaries, field advisors, etc.) not being able to write dispositions as they currently do. A. Adkins indicated this particular disposition is in addition to the disposition we currently have in place. The purpose of *this* disposition is to have the teacher candidate assessed four times. Discussion ensued. W. Troxel stated that they have not used it at the graduate level and likes the developmental nature. S. Jones-Bock wanted to know how the information will be communicated to the students. J. Cheville uses consequential in the English Department. Concerns were expressed regarding additional workload. T. Davis was thanked for her concern as to adding work, what would we be taking away? P. Crowley was concerned about the integrity of the students. Teacher candidates could have a tool to self-assess and it could be a formal document that we file. The committee will continue to refine their work and report back.

III. Information Items:

A. Appeals Process Update: W. Smith, attorney from ISU Legal Counsel summarized the process and history of the student appeals process. Approximately 4 years ago, Dean D. Curtis approached her with request to the appeals process. W. Smith indicated that normally there are 1-2 levels of appeal process and CTE had 5. This led to confusion as to the final appeals decision. W. Smith recommended one final hearing with both sides presenting their point of view with goals of maintaining due process, keeping the procedure fair and in a timely manner. W. Smith noted that she was surprised to learn that only one side (the students) was heard by CTE. TERB committee members were not allowed to speak at the appeals hearing. W. Smith felt it was important to maintain a hearing that both sides were heard. Discussion ensued. In 2012, the CTE By-laws, including the composition of the committee, were voted on by Academic Senate. D. Garrahy reiterated CTE's commitment to shared governance and noted that committee chairs are elected by their peers and by doing so they are electing the CTE Executive Board and the TERB committee. Currently, there are two versions of the By-laws in the Academic Senate minutes, one from 2009 and one from 2012. D. Garrahy reported that they are identical. The next step is for the Chair of CTE and D. Garrahy to meet with Academic Senate Chair Holland to discuss the status of the CTE By-laws.

B. CTE Award Review: D. Garrahy reported last year there were 750 applications for scholarships and the University Liaison and Faculty Interest Committee and Vision Committees reviewed them. At the Executive Board meeting, Chairs of the Vision, Curriculum, University Liaison and Student Interests Committees will ask their faculty/staff members to assist in this year's review. All members of these committees need to contact D. Garrahy by Friday, April 4th to let her know if they can participate. The applications are electronic and distributed via Sharepoint. Each application is reviewed twice. Applicants come from all University Teacher Education programs. Training for reviewers will be held on 4/8/14.

C. AACTE/CAEP Conference: A. Adkins, D. Garrahy and B. Meyer attended the AACTE Conference in Indianapolis. The conference was successful and is considered a good place to disseminate research. Deadline to submit proposals are May 30th. Next year's conference will be held in Atlanta, Georgia: 2/27/15-3/1/15. The CAEP conference was held in Nashville and information will be shared at subsequent CTE meetings.

D. Provost Enhancement: D. Garrahy shared that Dean Schoon gave the Annual Report this morning on behalf of CTE. Provost Enhancement money was requested again for edTPA scoring. Both A. Adkins and E. Palmer should be recognized for their efforts in implementing edTPA. For example, materials developed at ISU for edTPA are being used by 51 colleges and universities across the country.

IV. Discussion Items: None

V. Action Items: None

VI. Announcements and Last Comments:

A. Vice-Chair: None

B. Members: D. Garrahy shared that DeGarmo will have 8 blue lights in recognition of 4/2/14 - World Autism Day.

D. Garrahy asked committee to bring their name plates to the next meeting, to help everyone identify each other.

VII. Adjournment: S. Parry asked for motion to adjourn. A. Adkins moved to adjourn. J. Rosenthal seconded motion. S. Parry adjourned meeting at 4:30 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, April 15, 2014, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Adkins, A. Beaman, J. Cheville, M. Coleman, P. Crowley, C. Cullen, L. Eckrich, D. Garrahy, D. Hatch, S. Jones-Bock, L. Kendall, J. Manfredo, B. Meyer, M. Noraian, H. O'Brien, S. Parry, J. Rosenthal, P. Schoon, R. Seglem, S. Semonis, R. Shifflet, D. Stern

Members Absent: C. Anderson, J. Brown, M. Byczynski, T. Davis, K. Douglas, K. Hamann, J. Jaroch, K. Mountjoy, T. Sullivan, M. Temple, W. Troxel, D. Wilson

Guests: G. Higham, N. Latham, P. Mainieri, E. Palmer, C. Rutherford, W. Smith, L. Steffen, J. Webster

- I. **Call to Order:** P. Schoon called the meeting to order at 3:00 p.m.
- II. **Approval of Minutes from April 1, 2014:** P. Schoon welcomed everyone to the next to the last CTE meeting. P. Schoon requested a motion to approve the minutes from April 1, 2014. A. Adkins moved for approval. S. Parry seconded the motion. Minutes were approved with 2 abstentions.
- III. **Subcommittee Reports:**
 - A. **Curriculum:** S. Parry reported the committee met last week, changes to Elementary Education facilitated by N. Latham. There were eight new courses, deletion of a middle school endorsement and the addition of General Education courses in Teaching and Learning due to ISBE changes. The courses are as follows:
 - TCH 223 – Content Area Language and Literacy in Elementary Classrooms
 - TCH 249 – Methods and Materials for English Learners
 - TCH 224 – Writing and Writing Pedagogy in the PK – 12 Classroom
 - TCH 205 – Elementary Education Clinical I
 - TCH 260 – Elementary Education Clinical II
 - TCH 247 – Science Inquiry in Elementary Schools
 - TCH 391 – Teaching for Equity in Elementary Classrooms through Assessment
 - TCH 248 – Foundations for Effective Practice with English Learners in Classrooms, Schools and Communities

S. Parry indicated the CTE needs to vote before P. Schoon signs off. There will be a comparable report next CTE meeting to Middle Level Education.

Motion: S. Parry accepting revision to elementary education major. J. Rosenthal seconded the proposal.

Discussion: P. Crowley asked if ISU was invited to the table regarding the changes ISBE made. A. Adkins indicated ISU was very involved and had constituents chairing Peer Review. N. Latham added they felt very good with the changes.

Vote: The revisions to the elementary education major were approved unanimously.

B. Student Interests : R. Shifflet reported the committee has received 357 responses to the survey. They are analyzing the responses and looking for commonalities. Once this data is collected, they will distribute the information back to the programs and let them determine how they would best use this information.

C. University Liaison and Faculty Interests: B. Meyer reported that the committee met to go through the process that will be used for the scholarship reviews. Many faculty members will be involved reviewing the CTE scholarship applications.

D. Vision: No report.

E. UTE Assessment: A. Adkins reported the committee is continuing to work on dispositions. Based on the feedback they have received, a user survey has been sent to program coordinators; the feedback had been positive support. They will use survey responses to continue their work.

III. Information Items:

A. CTE Annual Report and Planning: P. Schoon reported he gave two presentations at the Budget Hearings on March 25, 2014. P. Schoon thanked Drs. Adkins and Garrahy for their work in developing the presentations. The report reflects the amount and quality of work that CTE does and the amount and quality of work that the Lauby Teacher Education staff completes on behalf of the CTE. The report was shared with CTE and it was noted that it is also available for viewing on the Provost's website.

Some highlights:

- 667 edTPA vouchers have been provided to have edTPA portfolios scored. Funds are from the Provost's Office
- Average score on the portfolios from fall 2013 was 42.6, which is about the suggested passing score range of 37-42
- 51 institutions across the country are using our edTPA materials
- The Lauby Teacher Education Center processed 121,339 clinical hours last year

Goals for 2014-2015:

1. edTPA implementation
2. iSUITS level 2 – more work on level I
3. edTPA useful data – extremely invaluable to us
4. CAEP (new NCATE) – path ISU is taking
5. Partnerships – increasing PDS between other schools. B. Meyer informed the committee that Le Roy will be a partner with ISU for ECE. They will do PDS for the 2nd semester in the spring and the 1st semester for the fall.

P. Schoon shared that ISU needs to become more diverse in the faculty and shared governance – how to communicate better with the community.

P. Schoon indicated there are two categories for the Budget presentation:

SBC (Strategic Budget Carryover)

PE (Provost Enhancement)

Instructional Design
Enticing Programs Use (pilot iSUITS)

Strategic Initiatives (carried over for
edTPA portfolios to be scored)

D. Garrahy informed the committee of the Lauby Teacher Education Remodel project. The first phase is student-centered: expanding the lobby area of the Lauby Teacher Education Center. The long range plan for the second and third phases include painting and carpeting throughout the Lauby Teacher Education Center and updating the kitchen area.

L. Eckrich questioned if ISU will still get reports once edTPA is implemented. A. Adkins indicated we would still get reports.

B. CBC Update: D. Garrahy reminded the committee that the week of May 1st, the Lauby Teacher Education Center will identify students who had an expired CBC throughout the spring semester. An email was sent to all program directors, advisors, and expanded list serve on 1/13/14. S. Jones-Bock asked that verification is done to make sure courses have clinical hours.

C. ISBE Update: L. Steffen, Licensure officer and Associate Director of the Lauby Teacher Education Center, distributed a hand-out on ISBE Licensure Updates. They are as follows:

1. ISBE Annual Program Reports
 - a. All Teacher Education Programs, but one has been approved by SELPB after program reviews were completed.
 - b. We are expecting a new format for program reports by the end of May 2014.
2. Change in the ACT + writing in place of the TAP test – writing sub-score requirement (8).
3. Change in the number of times any licensure test may be taken from 5 to unlimited.
4. General Licensure Coursework Requirements for people completing in-state Approved Programs
 - Programs asked to provide this information by the end of the month (L. Steffen sent out request to programs to indicate where the requirements are being met)
 - A. The psychology of, the identification of, and the methods of for the exceptional child, including without limitation the learning disabled [105 ILCS 5/21 B-20(1), which shall focus on the characteristics and methods of instruction for cross-categorical special education students so that all teachers:
 - i) understand the impact that disabilities have on the cognitive, physical, emotional, social and communication development of an individual and provide opportunities that support the intellectual, social and personal development of all students;
 - ii) understand how students differ in their approaches to learning and create instructional opportunities that are adapted to diverse learners;

- and
- iii) understand instructional planning and design instruction based on knowledge of the discipline, students, community and curriculum goal;
- B. Methods of reading and reading in the content area [105 ILCS 5/21B-20(1)], which for teachers and administrators shall address each of the following standards:
- L. Steffen thanked P. Schoon for developing modules for Social Worker – the Social Work Department is very grateful to P. Schoon.
5. Those that complete out-of-state programs must complete courses in reading methods (3 hrs), reading in the content area (3 hrs), teaching English Language learners (3 hrs), and teaching the exceptional child (3 hrs). TCH and SED identified the courses they can take. L. Steffen requested that if anyone gets inquiries regarding this matter to send them her way.
6. The Evaluation Group of Pearson sent ISU 240 Illinois Licensure Testing Vouchers for \$25 each that were distributed to randomly selected teacher education majors. (More to come in fall). These cannot be used for edTPA.
7. ISBE to Recommend Passing Scores for edTPA to the Board of Education
- a. 9/1/2015 – 8/31/2016 – Required Passing Score: 35
 - b. 9/1/2016 – 8/31/2017 – Required Passing Score: 35
 - c. 9/1/2017 – 8/31/2018 – Required Passing Score: 37
 - d. 9/1/2018 – 8/31/2019 – Required Passing Score: 39
 - e. 9/1/2019 – Required Passing Score: 41
 - f. Must go through the rule making process before implementation.

D. Academic Senate/CTE By-Laws Update: D. Garrahy reported that she and P. Schoon (Chair of the CTE) met with Senator Holland on 4/2/14. Senator Holland shared that the most current set of bylaws on record with the Senate are dated 2008. D. Garrahy shared that CTE has copies dated 2009 and 2012. D. Garrahy indicated that the CTE minutes from 2/7/12, under “Information Items” state: “...revisions of the bylaws were approved by the Academic Senate. The student appeal process will now be separate from the bylaws. Also new membership changes will become effective this fall.” Senator Holland stated that changes to bylaws in 2012 should only reflect Article III – membership. Per the Academic Senate minutes, Senator Holland does not have any record in the Senate minutes of the Student Appeals Process moving from within the bylaws to the appendix. Senator Holland suggested that the Student Appeals process should be separate from the bylaws. He shared that as long as the student has an opportunity to meet before some group/board, it does not matter if it is the full CTE or the Executive Board/TERB. D. Garrahy informed CTE the University Liaison and the Faculty Interest Committees will need to review bylaws in the fall and move to the Senate for review.

E. edTPA and ISBE: A. Adkins reported there is an internal committee working on the

structures and policies on edTPA remediation. There will be a more formal update at the next CTE meeting. Based on the analysis, weakness is in Assessment 3. A. Adkins informed the committee that Music did well in Assessment 3. Pass rate is at 85%, which still means over 100 students would need remediation. Question was raised as to whether trends were being identified in the data received thus far. A. Adkins responded that yes, the data is being tracked to look for places where we can make adjustments. Some parts could not be scored.

IV. Discussion Items: None

V. Action Items: None

VI. Announcements and Last Comments:

A. Vice-Chair: S. Parry reported the CTE committee has Middle Level Licensure changes to look forward to at next meeting.

B. Members: D. Garrahy announced a Conference Call on Thursday (4/17/14) with the Assistant State Superintendent for those who attended the Spring CAEP Conference in Nashville. Also, on 5/22/14, P. Schoon, A. Adkins, and D. Garrahy will participate in ISBE/ISBHE/CAEP accreditation process.

E. Palmer announced she has been working on edTPA submissions with programs using LiveText and it is going well. There have been approximately 200 submitted. The majority of submissions will be in the next 2-3 weeks.

VII. Adjournment: P. Schoon asked for motion to adjourn. A. Adkins moved to adjourn. S. Parry seconded motion. P. Schoon adjourned meeting at 3:45 p.m.

**Illinois State University
Council for Teacher Education
Tuesday, May 6, 2014, 3:00 p.m.-4:30 p.m.
DeGarmo Hall, Room 551**

Minutes

Members Present: A. Beaman, M. Coleman, P. Crowley, C. Cullen, T. Davis, K. Douglas, L. Eckrich, D. Garrahy, K. Hamann, D. Hatch, J. Jaroch, S. Jones-Bock, B. Meyer, M. Noraian, S. Parry, J. Rosenthal, R. Seglem, S. Semonis, R. Shifflet, D. Stern, W. Troxel

Members Absent: A. Adkins, C. Anderson, J. Brown, M. Byczynski, J. Cheville, L. Kendall, J. Manfredo, K. Mountjoy, H. O'Brien, P. Schoon, T. Sullivan, M. Temple, D. Wilson

Guests: M. Henninger, G. Higham, B. Jacobsen, N. Latham, P. Mainieri, S. Mertens, E. Palmer, J. Webster

- I. **Call to Order:** S. Parry called the meeting to order at 3:00 p.m.

- II. **Approval of Minutes from April 15, 2014:** S. Parry requested a motion to approve the minutes from April 15, 2014. J. Rosenthal moved for approval. D. Stern seconded the motion. Minutes were approved with 1 abstention.

- III. **Subcommittee Reports:**
 - A. **Curriculum:** S. Parry reported that the committee reviewed proposals regarding Middle Level Education and Bilingual programs. Middle Level Education had 11 new courses, 5 revised courses. Bilingual had 2 revised courses. The Middle Level changes were designed to bring it into line with numerous standards. The Bilingual proposal revisions were designed to make it a 4 year program. The courses are as follows:
 - TCH – Middle Level Education
 - TCH 239 – Teaching Scientific Inquiry
 - TCH 236 – Teaching Literacy Through Adolescent Literature
 - TCH 238 – Literature Methods for Middle Level Education
 - TCH 394 – Teaching Young Adolescents with Disabilities
 - TCH 396 – Middle Level Education Clinical II
 - TCH 334 – English Learners in the Middle Level Classroom
 - TCH 207 – Literacy Instruction in culturally and linguistically diverse middle level classrooms
 - TCH 296 – Middle Level Education Clinical I
 - TCH 233 – Middle Level Curriculum, Instruction, & Assessment
 - TCH 130 - Becoming a Middle Grades Teacher
 - TCH 395 - Issues & Strategies in Middle Level Teaching
 - TCH 306 – Literacy and Technology Across the Middle Level Disciplines
 - TCH 101 – Becoming a Middle Grades Teacher
 - TCH – Bilingual/Bicultural Education Sequence
 - TCH 237 – English Language Arts Writing Methods for the Middle School

- TCH 235 – Foundations of Reading in Middle Level Education

N. Latham answered questions regarding these programs and noted they should take effect fall 2015 for newly admitted students. After August, 2018, students will not be able to get a middle level endorsement on a secondary license. In Illinois, students will need a Middle Level stand-alone endorsement to teach grades 5 – 9. Motion to approve the proposed changes to these programs: D. Stern approved the motion.

R. Shifflet seconded the motion.

Motion passed unanimously.

B. Student Interests : R. Shifflet reported the committee met to review survey results. They did not receive a good response from a variety of programs making the results hard to generalize. The committee will meet over the summer and develop a new survey, ready to go next fall as an attempt to get a more representative response and it will ask students to rank issues. The committee will also explore ways to obtain a better response rate such as on-line versus paper. Discussion ensued. Other suggestions: offer the survey during various classes. J. Rosenthal noted that the College of Business does an exit interview survey with a 98% response rate. S. Bock-Jones suggested good response might occur if it goes through advisors with prizes. D. Hatch raised an issue of student teachers, practicum students and anyone else off-campus who may be hard to reach with the survey.

C. University Liaison and Faculty Interests: No report

D. Vision: No report

E. UTE Assessment: No report

III. Information Items:

A. CAEP Update: D. Garrahy reported that after attending two CAEP Conferences, she is still seeing some holes in the process. CAEP leadership has stated they are promoting a new approach to accreditation. In addition:

Having read ISU's annual report submissions to NCATE over the last several years, CAEP's focus is evidence/data driven versus a narrative format

- **Accreditation changes will include:**

- **Program Review with National Recognition**

- **Programs will complete a mid-cycle review. ISU's the mid-cycle review will occur in Spring 2016, three years in advance of our accreditation visit.**

- SPAs – D. Garrahy contacted the CAEP Director of Program Review who said:

- For National recognition, programs will submit data to **SPAs from 2 applications/ administrations of assessment**

- (3 years may be submitted, but only 2 are required)
- According to director, all SPAs are to follow the same administration policy for initial reports
- There are several options for programs to submit their report (those options can be found on the NCATE website below)
- Option A & C = 6-8 assessments
- Option B = 2-8 assessments
 - “If a SPA has revised standards since the previous submission then a program must use option A or B. Option B allows for some flexibility in the assessments that are submitted. “
 - Forms can be found at:
<http://www.ncate.org/Standards/ProgramStandardsandReportForms/tabid/676/Default.aspx>

edTPA can be used for “partial evidence” for meeting SPA. SPAs are currently working with edTPA to create crosswalks between the assessment and the SPA standards.

B. ISBE Update: D. Garrahy reported on an ISBE Conference call on 4/17/14. Dr. Helfner (Assistant State Superintendent) reached out to Illinois institutions who attended the Spring CAEP Conference with the following information:

- focus was on Illinois sending feedback to CAEP as CAEP’s leadership and Illinois learn about this new approach to accreditation
- Call focused on what is best for Illinois’ institutions
- Discussion included the need to collect timely and useful data
- We heard that according to the CAEP Vice President for Program Review, all SPAs are updating standards. D. Garrahy suggested programs contact their SPAs to see where they are in the revision process.

IV. Discussion Items:

A. Additional Dispositions Assessment: M. Henninger reported on behalf of UTEAC Committee and provided some background on the project. The committee is working on a Professional Educator Disposition Assessment (PEDA). The programs can use PEDA data for ISBE as each report includes disposition concerns data. However, it basically only shows those students who have dispositions with the assumption that all other students are okay. Obviously there are levels of “OK”.

- At the urging of the ISBE, the committee is trying to be more proactive and has been meeting for 2 semesters. They are ready with some recommendations on what to assess and have created PEDA, a tool that measures dispositions of all teacher

candidates. This information will help with program reviews. It does not replace the Disposition Concerns form – this process will continue.

- The PEDAs form has 7 indicators of professional dispositions. It is recommended that teacher candidates are evaluated at 2 points in the program (early and late). Teacher candidates would be ranked from Unprofessional to Exceptional. The committee has developed descriptions of the indicators but note that these are not an all-inclusive list. Many of the descriptions come from ITPS and the Danielson framework.
- The committee recommends that each teacher education program decides who administers the PEDAs. It does not have any high stakes consequences attached to it because it's meant to be an educational tool.
- Data would be collected via LiveText. In working with Barb Jacobsen, they've developed a model that was demonstrated to CTE during the meeting.
- To conduct the PEDAs, students would read the document, submit a note to faculty acknowledging that they've read it, and the faculty member would evaluate their disposition relative to that class. It would be based on what the instructor has seen during the course of that class.
- Questions:
 - (1) Will some disposition indicators, like Honesty/Integrity, be hard to grade on a Likert type scale? Response was to look at the descriptors of the levels to see gradations. Also, since this indicator has two components (Honesty and Integrity) it may be a bit easier to assess a level.
 - (2) Will there be any training for people conducting the assessment? Response was that the committee is talking about professional development opportunities for faculty.
 - (3) Will there be any use of this for advanced students? Response was that there is a possibility of that but the committee is still discussing it.

B. Initial/Final Reflective Essay: C. Cullen raised the question as to the effectiveness and use of the Initial Reflective Essay (IRE) and Final Reflective Essay (FRE). Several comments were made:

- Are the IRE and FRE redundant with other course work?
- R. Shifflet – in teaching a class using the IRE and seeing student teachers completing the FRE, she sees no connection between the two by the students. Additionally, the IRE assignment does not coincide with her course objectives.
- A concern is that programs tend to add assignments without taking anything out especially during student teaching.
- D. Garrahy – The IRE and FRE were used to address the COE's Conceptual Framework to meet NCATE standards. The head of CAEP has stated that conceptual frameworks were "straight-jacketing" universities. The new CAEP standards do not address conceptual frameworks and urge programs to use assessments that are good for us.
- D. Hatch – as an examiner, notes that conceptual frameworks are meant to drive university and program curricula and assessments, not to assess students.
- J. Jaroch, student CTE member – After writing her IRE in TCH 212, she's never referenced it again.
- P. Crowley – At one point, during NCATE visits, there was a concern that students would have to be able to articulate the conceptual framework if asked by NCATE examiners.

- C. Cullen – Is there interest in making a motion to address the IRE and FRE? S. Parry recommended that we think about this issue and take it up again in the fall.

V. Action Items: None

VI. Announcements and Last Comments:

A. Vice-Chair:

S. Parry thanked everyone on the Council for Teacher Education and to have a good summer.

B. Members:

D. Garrahy: On 5/22/14, Dean Schoon, Associate Dean Adkins and D. Garrahy are invited to meet with the President of CAEP and ISBE to discuss the accreditation process.

D. Garrahy thanked all the members who served on Council for Teacher Education, especially the students who have given their time.

D. Garrahy announced as a follow-up on Criminal Background Check compliance, there are only 39 students who did not have a valid Criminal Background Check for the Spring 2014 semester.

E. Palmer announced 500 edTPA portfolios from this spring semester, have been sent to Pearson for scoring. J. Webster raised the question about how long it takes to process the portfolios as this will impact for graduation. Discussion ensued.

VII. Adjournment: S. Parry asked for motion to adjourn. S. Semonis moved to adjourn. J. Rosenthal seconded motion. S. Parry adjourned meeting at 4:15 p.m.