Teacher Education Council

January 28, 2011

3:00 – 5:00 pm

Exhibition Lounge

**Minutes**

**Members Present:** J. Bailey, A. Lachance, C. Widdall, C. Sarver, K. Rombach, M. Kelly, N. Aumann, D. Dickerson, J. Lykos, J. O’Callaghan, C. Pass, W. Buxton, E. Gravani, B. Mattingly, S. Cunningham, K. Beney, M. Barduhn

1. Approve Agenda: M. Barduhn – Add NCTQ to the agenda. The agenda was approved with this modification.
2. Approve Minutes from 12/10/10: N. Aumann referred to the sentence in the first paragraph which reads “Nancy indicated that she would also like to see logic (use of) included in the dispositions.” “Laura Campbell” should replace “Nancy” as she was the author referencing the use of logic. With this correction, the minutes were accepted.
3. Standing Committee Reports:
	1. TEC bylaws Committee – No report.
	2. TEC Assessment Committee – No report.
	3. Conceptual Framework Committee – No report.
	4. TECRC – N. Aumann – See attached report with comments.
	5. TEC Curriculum Committee – No report.
4. Old Business: None
5. New Business: (Discussion Items)
	1. Update from the Dispositions Sub-Committee – N. Aumann – At their December meeting the committee focused on the initial programs. Review of the advanced programs was an oversight. The committee, after the December 10 meeting, revised the timeline to include the advanced programs. The committee is still discussing development of a rubric and is open to ideas. Currently there are three assessment levels; target, acceptable and unacceptable. The committee has looked at the Charlotte Danielson four-point rubric, but decided to continue for now with the existing rubric. C. Widdall stated that there is a core set of dispositions. Programs can use additional dispositions if they so choose. She further pointed out that there can be a fine line between not acceptable versus acceptable. B. Buxton made a motion to take this issue to a meeting of the graduate coordinators prior to a vote. The motion was seconded by C. Pass. The Associate Deans will convene the meeting.
	2. Update from the NCATE Executive Steering Committee – M. Barduhn – The committee continues to meet on a weekly basis. Topics of discussion have been issues to be resolved in preparation for the site visit. The committee has been reviewing questions that may be asked of committees, faculty, staff and students. Updated lists of questions will be provided via e-mail and through the deans.
6. Status of the Institutional Report – M. Barduhn – The Institutional Report (IR) was sent last Monday, January 24. It is as good as it can be. There were significant contributions from committees, faculty, etc. Please visit the website and read it. Significant progress has been made in the past 18 months. The report is available on TASKSTREAM. The password is TECAS. D. Farnsworth will resend the information to access the site.
7. Results from Sandwich Seminar of 1/27 – What did we learn? – M. Barduhn – There were five attendees at the seminar. The highlights consisted of how we are going to prepare the faculty, students, adjunct faculty and the campus for the site visit. The Presidents’ Opening Meeting is now webcast. The campus community is encouraged to view it and be attentive to the presentation given by the NCATE Steering Committee. Share this information with your colleagues. M. Barduhn searched U-Tube for NCATE hoping to find a way to reach our students with a U-Tube video featuring the NCATE Site Visit. P. van der Veur agreed to assist in this endeavor. M. Barduhn asked if this might be a good way to reach and inform our students. J. Lykos said she did believe this was a good way to raise student awareness. She believes that students understand that we are nationally accredited, but they don’t necessarily know anything about the process and what it all means. If anyone knows of students who may be media savvy and/or who may have creative thinking, please let M. Barduhn know. This would be a fun way to reach people. No other institution has ever done it.
8. Report on the Pre-Visit by Dr. Suzanne George, NCATE BoE Chair – M. Barduhn – Dr. Suzanne George visited campus in January. She is from Missouri State. She read our institution’s draft report and had questions which needed clarification. Dr. George was provided a draft schedule for the visit in March.
9. Report from the NCATE Site Visit Committee – M. Gibbons was not present. M. Barduhn gave the report - Board members will begin arriving on March 4. The poster session is in the planning stages. P. Buckenmeyer and J. Walkuski are co-chairing the sub-committee in charge of the poster session and they will be inviting people to participate. There will be 14 - 16 posters. Participants will be able to begin setting up on Friday, March 4. On Saturday, the transportation sub-committee will be shuttling board members to and from the airport, hotel, etc. We currently have three members and are awaiting the appointment of two more. Dr. Suzanne George is the chair of the team. She is with the College of Education at Missouri State University. Dr. Laura Glass is with the School of Education at the University of Delaware and Mr. Ormon Feres III is the Coordinator for Accreditation and Accountability in the District of Columbia Office of the State Superintendent of Education. The visit will commence at noon on **Saturday, March 5**. There will be a one-hour orientation. M. Prus and E. Bitterbaum will welcome the team. M. Canfield will provide an overview of TECAS and IT will also provide an overview. **Sunday** will consist of the board members working in the college workroom all day. The poster session is scheduled for Sunday evening. More detailed information on the session is forthcoming. The team will meet with M. Prus and M. Barduhn each morning and afternoon for questions, clarification, the need for additional information, data, etc. Hard copies of some exhibits will be available in the college workroom. Each team member will have a standard for review. Interviews with teacher candidates, alumni, student teaching supervisors, recent graduates, host teachers, principals, superintendents and various committees and groups from the campus will be conducted throughout the rest of the day. School visits are being scheduled for **Tuesday** morning. Only one team member will go. The rest of the team will continue to meet with representatives from offices across campus. The afternoon will be spent working in the college workroom. The evening will be spent working in the hotel workroom. **Wednesday** morning the team will meet with E. Bitterbaum, M. Prus, V. Levine and M. Barduhn for the exit conference. The final report will consist of “met” or “not met” for each of our six standards. No further discussion will occur. We need to pull together. We are strong and good and we need to show it. A brief question and answer period followed:
	1. B. Mattingly – What about classroom visitation? Will it be announced or will someone drop into a class unannounced?
10. A list of teacher education classes being taught will be provided to the team. There may be a short term notification, but this is not certain at this time. Faculty should be prepared to have a visitor in their classroom. Visitors will have ID badges to identify them as team members and may ask to observe the class. E. Gravani stated that at the last visit there were no announcements; visitors simply showed up. J. Bailey asked if they asked questions. E. Gravani stated that they did not; however, they did take a lot of notes. They may be doing visits later in the day, so adjuncts should be made aware and prepared. They want to see that we are doing what we say we are doing.
11. K. Rombach - Will someone from SUNY be accompanying the team member visiting the area schools?
12. We have two representatives from SUNY who will accompany visitors to the schools.
13. Will they be visiting Cortland Schools?
14. We are working on which schools will be visited. We want the team member to spend time in schools where we have students. Parker School is a possibility and L. Spring has been contacted. Tully School is another possibility and K. Pritts has been notified. There has been discussion about Ithaca School District. They have yet to be contacted, but would be a good choice with the level of diversity.
15. How were the posters selected?
16. The Site Visit Committee brainstormed ideas. The NCATE Executive Steering Committee also discussed possibilities. We will be using the partitions used during the Scholar’s Day sessions. Faculty and teacher candidates need to be there to talk and answer questions. B. Mattingly suggested a poster on the Noyce Scholarship which covers the areas of Math and Science. We don’t want a poster for each program, but rather a cross-section covering multiple programs.
17. Will the Library and Library personnel be available to help with posters?
18. Yes. Loren Leonard is aware and is available for assistance.

Info: B. Mattingly talked about the electronic exhibits room. This will be supplemented with hard copies of documents as well. The team has asked for samples of faculty evaluations and this would include faculty portfolios. He has asked his faculty for volunteers from Arts and Science to provide portfolios. This information can be sent to D. Farnsworth. Both electronic and hard copy portfolios are acceptable.

Most meetings will be held in the Education Building. The Library Conference Room and space in Corey Union has also been reserved.

1. Report to the Unit on NCSS Conference – G. Peterson – G. Peterson was not present to give report.
2. Availability of materials (table tents, posters, pins, **20 questions**, quick questions, TECAS graphic) – M. Barduhn – The Conceptual Framework Committee is working on getting materials out. They are making posters available for bulletin boards across campus.
	1. Discussion of the NYSED Memo to SUNY Deans on Special Education – M. Barduhn – The NYSED has issued a memorandum regarding changes in the Special Education requirements. The mandate requires that all teacher preparation programs offer a three hour course in special education and the requirement of a 15 hour field experience. The Department of Foundations and Social Advocacy is proposing two courses to address these new requirements. One, SPE 275: Teaching Students with Disabilities in Adolescence Classrooms for the adolescence certification programs and SPE 520: Teaching in Inclusive Classrooms for the Health MST and other programs and is designed to include the 15 hours. It will be linked to the methods courses having the field experience. These proposals are ready to go to the School of Education Curriculum Committee. The Health Department is finalizing the link to their course and Childhood/Early Childhood Education will be finalizing theirs next week. R. Grantham (Department Chair, Speech and Language Disorders) already has a course in place. J. Bailey stated that Adapted Physical Education already meets the new guidelines. A memorandum from the department chair will be forthcoming. A. Lachance asked if a memorandum had been sent to State Ed requesting a delay of implementation of these new requirements. M. Kelly addressed the issue of staffing the courses, considering the number of students and nine additional sections of these two new courses. C. Sarver spoke about the shift in other curriculum to accommodate the changes and how programs will realign their curriculum. Discussion and general consensus is that we ask E. Bitterbaum to send a letter requesting a one year waiver as we work out details. This will be the primary topic for the next TEC Meeting.
	2. ID Badges – K. Beney – K. Beney has been working with a vendor and has come up with an ID badge to be worn by all of our teacher candidates to wear in the schools. This will allow them to be easily identified by teachers, students and administrators. K. Beney passed around a prototype. M. Prus is providing funding.
	3. Status of Race to the Top Funding – M. Barduhn – M. Barduhn and J. Cottone decided that we do not have strong enough leadership on the state level to move forward with the grant proposal. There is a short time frame and with the impending NCATE visit, there is not enough time to pursue the proposal at this time.
	4. NCTQ – M. Barduhn – We were solicited by NCTQ for study of our Childhood program. Paperwork for participation was filed by our former dean which cannot be withdrawn. There were problems with methodology, standards, and the review process. There are numerous issues with this organization. M. Prus has sent a request to the SUNY Chancellor requesting a statewide response.

M. Barduhn is on a national listserve of people who have been solicited. Many colleges and universities across the country are now being solicited for a new survey.

The meeting adjourned at 4:45 pm. The next meeting of the TEC will be February 11, 2011 in Jacobus Lounge. The primary agenda item will be the implementation and delay for the special education mandate.

M. Barduhn will send informational packets to the deans which will include: 1) 20 questions; 2) questions for adjuncts; and 3) questions and “cheat sheets” for department chairs, faculty, students and supervisors.