

School of Education and Counseling
Teacher Preparation Assessment Committee Meeting

October 3, 2007

9:00-11:00 AM Reading Room

Present: Phyllis Spethman, Bob Sweetland, Jim Curtiss, Sue Sydow, Tony Koyzis,
Carolyn Linster

Absent: Tim Sharer

Handouts: Teacher work sample info (from Tim) & Mapping sample (from Bob)

Phyllis had distributed the notes from the last meeting via email. Tony suggested that those notes along with School Meeting minutes should be posted on the website. Tama will forward her notes to Denise for posting. All agreed the minutes and notes will be posted under the heading “Institutional Learning” (a TEAC quality principle).

Work Sample Follow-Up

Bob reported that Tim’s handouts regarding the Teacher Work Samples are nearly ready to go. There were some concerns that we still may be presenting too much information. Jim suggested condensing the info more—including only the highlights. Bob would recommend making the rubric information available on the web instead of presenting a large packet. Tony has approved the current work sample draft. Tony has asked Phyllis and Tim to be the point people for meeting with the departments across campus. Phyllis will coordinate with Tim to start scheduling appointments.

Everyone still needs to know what a teacher work sample is. Phyllis needs to know what to tell student teachers and cooperating teachers for spring 2008. Will the cooperating teachers need to receive special training? Could it be something they could read on-line or do they need hands-on training?

Bob suggested making it more the student’s responsibility—giving them the instructions and cooperating teachers could just be there for support. Maybe collecting a reflective essay of the experience could be enough to get us started. Jim agreed that students should be able to do this. Information will need to be added to the Student Teaching Handbook. If this is added as a requirement for student teachers could another requirement be removed or reduced? Lesson plans were discussed in depth.

Phyllis asked for a reasonable timeline for requesting the teacher work samples from student teachers. Wait until fall 2008 or collect them in spring? Jim suggested collecting information in the spring. It should be information from the things they are already doing. People should not need to feel overwhelmed, because the things they are doing are teacher work samples.

Students in EDU 323 are preparing a lesson and presenting it. One idea may be to have them prepare a series of lessons even if they are not able to present them all due to time constraints.

Tony shared an example of a teacher work sample being like a mini-portfolio presented by the teacher candidate.

Sue shared her insights as a former cooperating teacher in regards to student preparedness and lesson plans. Issues dealing with lesson plans were discussed. Phyllis shared information from two students who recently dropped out of student teaching.

Teacher work samples are a key assessment. It was suggested that the teacher work samples submitted by student teachers could be divided up and graded by faculty members with a rubric. Each faculty member could grade around five teacher work samples. Should this be implemented? Spring 08 or fall 08? Should it be a full teacher work sample or just a reflective essay? Could samples be provided to students? Phyllis will be meeting with the spring student teachers at their initial meetings November 26th and December 3. She could introduce them to the information at that time.

The group agreed that EDFL faculty need to approve the teacher work sample information. Bob, Phyllis, and Tim will meet to refine the teacher work sample handouts.

TEAC

Tony, Bob, and Jim have met recently and developed three summary statements that need to be approved by faculty. Faculty need to approve these statements prior to the preparation of the Inquiry Brief for TEAC. The approval vote needs to be done officially and be documented. It will be reviewed in stages: elementary/secondary/graduate.

Tony will prepare the information for distribution to education faculty first (does not pertain to counseling faculty members at this time). Tama will forward Tony's email. All faculty must respond. If they do not approve, they will be requested to explain their reasoning.

Next meeting- October 10: prepare for visit with Marge Hauroff, continue to work on teacher work sample. (Tony and Carolyn will be unable to attend.)

Committee will meet with Marge on October 11, 2007 at 10 AM.

Respectfully submitted,
Tama Kastrup