

**School of Education and Counseling
Teacher Preparation Assessment Committee Meeting
April 29, 2009**

Present: Carolyn Linster, Phyllis Spethman, Bob Sweetland, Jim Curtiss

Absent: Barbara Black, Tim Sharer, Sue Sydow

Call to order

Dr. Carolyn Linster called the meeting to order at 8:35 AM.

Approval of minutes

The minutes from the April 22, 2009 meeting were approved.

Items carried forward to future meetings

PIC chart

Unit Organizational chart

Folio hot-links (Tim will look at and update as needed.)

Discussion Items

Preparation for the Secondary Education Committee (SEC) Meeting

The organizational meeting is scheduled for May 1st in room BE 201. Eleven secondary faculty members are planning to attend. Many others have responded, but have schedule conflicts and are unable to attend. Carolyn, Phyllis, Sue and Tim would like to be members of the SEC committee as well. Carolyn will work with Pat Arneson to finalize the agenda. Carolyn shared a listing from Pat of possible future meeting topics for the committee's review. Tama will record minutes for the SEC.

Preliminary Institutional Report Assignments

Intro, Standard 1, Standard 2: Jim, Bob, Tim

Standard 3: Phyllis

Standard 4: Sue & Carolyn

Standard 5: Carolyn

Standard 6: Jean & Carolyn

*Need to add Barb to the assignment list.

Other Discussion Items

- It is time to review the technology proficiency requirements.
- All programs need to be reviewed for content overlap and tie-in between courses.
- Professional education courses need to be reviewed and content shared among levels.
- Adjuncts need more interaction with full-time faculty and more course content guidance.
- Future implication of PDS schools on the "regular" program.
- Possibility of conducting a pre-service in-house program discussion time prior to fall classes.

Focus of the next meeting:

1. Annual Assessment Calendar
2. Summer timeline
3. Institutional Report
4. Secondary Education Committee (SEC) follow-up

Adjournment

Meeting adjourned at 9:50 AM.

Respectfully submitted,
Tama Kastrup