

## **Teacher Education Council Minutes**

**Friday, September 12, 2008**

**Lunch: 12:30**

**1:00 – 2:30 PM**

**Cleveland Hall 205**

*Members Present:* Dr. Barbara Bontempo, Dr. Pixita del Prado Hill, Ms. Dara Dorsey, Dr. Warren Gleckel, Dr. Luanna Gomez, Dr. Jill Gradwell, Dr. Satasha Green, Dr. Theresa Harris-Tigg, Dr. Shirley Hayes, Dr. Lisa Hunter, Dr. Rosalyn Lindner, Dr. Steve Macho, Dr. Robin O'Dell, Dr. Wendy Paterson, Dr. Lori Quigley, Dr. Kevin Railey, Dr. Keith Schmidli, Dr. Mark Severson, Dr. William White, Dr. David Wilson, Dr. Mary Wyrick, Dr. Joe Zawicki

Theresa Harris-Tigg welcomed everyone back. She introduced herself as did everyone who attended. Dr. Harris-Tigg stated this is a green meeting – and there will be no paper copies for the meeting.

### **I. Call to Order –**

The meeting was called to order at 12:45 by Dr. Harris-Tigg.

### **II. Approval of Minutes:**

Dr. Gradwell identified in the April 11<sup>th</sup> minutes that was unclear to her. After some discussion, there did not seem to be a correction or amendment item. Dr. Gradwell made a motion to approve the minutes as written and Dr. Schmidli second. The motion was carried by a unanimous vote.

### **III. TEC Membership**

#### **A. Teacher Education Faculty with Voting Privileges**

Article VI Voting: Dr. Harris-Tigg read (A.) eligible voting.

Dr. Quigley stated that there are 70 professional (teacher) education programs at Buffalo State, of which 68 programs are included in the NCATE accreditation review process.

#### **B. Election of Executive Committee Members**

Article II Governance (a) By-Laws has not been updated. Dr. Quigley recommends that we suspend the by-laws until its language is updated to reflect the creation of the two new schools.

Article V. Amendments to By-Laws: Dr. Gleckel motioned to suspend Article V and IIC for this meeting. Second by: Dr. Zawicki.

All in Favor

The following faculty were nominated and accepted nominations as representatives on the TEC Executive Committee for the following schools:

School of Education – Dr. Gradwell nominated Dr. Schmidli, he accepts

School of Arts & Humanities – Dr. Wyrick nominated Dr. Hayes, she accepts

Natural & Social Sciences – Dr. Gradwell nominates Dr. Zawicki, he accepts

School of the Professionals- Dr. Schmidli nominates Dr. Macho, he accepts

A motion was made to close the nominations and to accept the nominees as listed. Seconded the motion and the motion was carried by unanimous vote.

#### **IV. Old Business**

##### **A. Committee Business – Chairs and Tasks: Dr. Harris-Tigg**

Dr. Harris-Tigg read from the TEC By-laws the purpose of the Teacher Education Council (TEC) and the descriptions of the standing committees and subcommittees.

Dr. Harris-Tigg charged all the committees to affirm the identities of the chairs and membership roster. Dr. Gleckel suggested that all committee chairs come from the TEC body. There was general consensus on this point.

Dr. Schmidli recommending distributing a list of committees to the teacher education faculty in order to solicit committee membership; Dr. Gleckel recommended all TEC representatives urge their faculty to consider serving on these committee.

##### **B. Teacher Education Handbook - Dr. Lori Quigley-**

Dr. Quigley gave the background information regarding the Teacher Education Handbook. She suggested that each committee look through the handbook to see where their committee focus is outlined and carefully read same to see if it is a good fit for Buffalo State.

##### **C. Taskstream – Dr. Quigley on behalf of Dennis Mike**

1. Dr. Mike has imported the unit-wide Student Teaching Evaluation rubric into TaskStream, with the preferred version by TEC member being “Student Teaching Summary/Evaluation 3.” This can be made available for all programs for use this semester.
2. Updates on TaskStream implementation across unit:
  - Science Education represents 16 out of 68 NCATE Programs, all 16 are on TaskStream this semester
  - Dennis Mike trained faculty and a class of students
  - Music Ed coming on board this semester, trained in limited capacity
  - Literacy Ed and Early Childhood are on line this semester
  - Elementary Ed Advance with some limited, later this semester
  - Modern and Classical Languages, inroads have been made
  - Fall 2009 on target to come on line in limited capacity; everyone on TaskStream Fall 2009 is possible but still not assured
  - Dennis Mike is willing to schedule time to the faculty and students to walk them through the steps

##### **D. SOE Strategic Plan - Dr. Wendy Paterson and Dr. Jill Gradwell**

Dr. Paterson gave an overview of the SOE Strategic Plan and how it came about. She asked for feedback from the TEC. She would like their guidance in regards to where to change verbiage, would like by October 10<sup>th</sup> meeting, but no deadline.

After some discussion and inquiries as to why TEC should deal with this document, Dr. Harris-Tigg suggested that we move the discussion of the SOE Strategic Plan to Executive Committee for review and reporting back to this body.

##### **E. Assessment/Accreditation Update: Dr. Quigley, Associate Dean, SOE**

1. NCATE BOE report identified two standards as “Not Met” (NCATE Standard 1 and standard 2), in addition to an Area For Improvement (AFI) for governance. The 50-page Buffalo State rejoinder to the BOE report was submitted on July 15, with the help of consultant Dr. Marilyn Feldman. BOE Team Chair, Dr. Charles Love has given response to

- the rejoinder. The NCATE Unit Accreditation Board (UAB) will meet during the week of October 13 in Washington, DC, and Dean Rochon should receive notification of their decision regarding our continuing accreditation in the week of October 21.
2. NCATE SPA program reports/revisions had a Monday at midnight (9/15/08) for uploading; six program reports were submitted this semester.
  3. Dr. Quigley is conducting a Rubrics workshop on 9/18 and 9/19, and encouraged interested faculty to contact the SOE Dean's Office.
  4. Dr. Quigley indicated that currently, data assessment for the unit's Advance Programs remains the weakest link, and will therefore be offering a workshop on Teacher Work Sample—dates/times TBA.

Dr. Zawicki as if documents related to the Rubric Workshop and Teacher Work Sample could be put on website, and suggested a TEC or Teacher Education Unit website be created with links to/from from SOE website. Dr. Steve Macho asked that we put the website under "New Business" for next meeting.

## **V. New Business**

### **A. Committees:**

Dr. Harris-Tigg named two new TEC standing committees (By-Laws and Secondary Education).

The following chairs were appointed:

1. By-laws – Dr. Quigley
2. Secondary Education - Dr. Gradwell

Other TEC Committee Chairs confirmed:

Unit Assessment Chair – Dr. Gleckel  
Program Assessment Chair – Dr. Hayes  
Policy Review Chair – Ms. Dorsey  
Field/Clinical Experience Chair – Dr. Hunter  
Faculty Development Chair – Dr. Green

### **B. MsEd Graduate Program Admissions Requirement**

Dr. Quigley indicated that with regard to our Master of Science in Education programs, programs which included initial teacher certification as an admission requirement may opt to change that requirement to "eligible for initial teacher certification" as this is an institution decision, not a SED mandate, following the college curriculum review process for proposed program changes.

## **VI. Other/Announcements**

- All agenda items should be sent to Dr. Harris-Tigg
- Dr. Gradwell announced that she used a sex offender website that enabled her to check her students, only taking about 45 seconds to pull up. Dr. Gradwell will send information to Dr. Quigley on the "Public Date Base" for review.

## **VII. Adjournment**

Dr. Schmidli made a motion to adjourn the meeting at 2:38 p.m. Meeting was adjourned.

Respectfully submitted by Allison Winkowski.