

## Minutes of the Meeting December 14, 1998

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Members Present: Jinfa Cai, Bob Hampel, Skip MacArthur, Ann McNeil, Rob Palkovitz, Betty Paulanka, Bonnie Robb, Mary Roe, Barbara VanDornick, Carol Vukelich

Also Present: Joan Bennett, Gary Feurer, Pat Sine, and Elaine Stotko

Members Absent: Kate Conway-Turner, Dan Rich

### **Old Business**

#### *I. Approval of Minutes of the November 4 Meeting.*

The November 4 minutes were approved.

#### *II. Integration of the Conceptual Framework into Course Evaluations*

Doug Archbald is continuing to work on a proposal for ways to integrate the conceptual framework into the course evaluations. This item was tabled until he completes his report.

#### *III. Electronic Resume (Renamed Field Experience Tracking System)*

The subcommittee (Ann McNeil and Barbara VanDornick) met with Pat Sine and Gary Feurer regarding the creation of a field experience tracking system. Pat and Gary came to the meeting to clarify what was needed in the system. The development of a tracking system is very important. Our goal is to make this user-friendly with as minimal an amount of student data creation as possible. We want to be able to track individual students to know such items as which schools, which grade levels, and the student make-up of the field experience classrooms. The following points were discussed and made.

1. There are a set number of courses with field experiences within each major. These courses will be entered into a fixed database. Students will enter the course number and a predetermined description and number of clinical hours will be recorded.
2. Students will select a school from a fixed list. School district will not be recorded.
3. Students will enter the grade level by pulling from a menu.
4. There will be a classroom context column where students will describe the make-up of their field experience classroom (e.g., inclusion classroom, diversity).
5. Consistent with our framework, there will a column for reflection.

A lengthy discussion about the details of implementing this system followed. Questions were raised regarding how the data would be entered, student access to the system and data entry security issues, who will have access to view the data, and who will check for accuracy.

The decision was made to request Pat and Gary to proceed. Barbara VanDornick will spearhead the creation of the various needed menus (e.g., grade level, course number, field experience description). Gary will develop the system in January which he will field test the system during the spring semester.

#### *IV. Graduate Professional Education/Minority Recruitment Plan as per NCATE Evaluation*

NCATE identified our graduate minority recruitment plans as needing revision. UCTE's task is to *ensure* quality graduate minority recruitment plans. This year we relied on graduate education coordinators to integrate recruitment of education graduate students into their departments' graduate recruitment plan. This proved not to be very successful. UCTE will begin the "improvement" process by organizing a meeting for graduate education coordinators with John Cavanaugh. We hope to obtain models of quality plans from John and NCATE.

#### *V. Admission of Students to Teacher Education Programs: Passing Grades and Overall Grade Point Index*

Bonnie Robb stated that Arts & Science faculty have discussed having a common grade point average. However, faculty can provide strong rationale for the variations.

Mary Roe suggested that UCTE needs to suggest that each unit look beyond GPA to other indicators, like dispositions.

Skip MacArthur, Ann McNeil, and Barbara VanDornick agreed to form a subcommittee to consider alternative entrance requirements. Following their discoveries and report, UCTE will bring the Program Coordinators together to discuss this topic.

The discussion turned to what should qualify as a passing grade in professional education courses. A motion was made *to require a grade of "C-" or better in all professional education courses in teacher education programs*. The motion was approved unanimously.

To move forward with the implementation of this motion requires changes to program descriptions in the catalogs. Therefore, the chair will request each program coordinator to do what is required to implement this motion in his/her program.

### **New Business**

#### *I. Teacher Scholar Program*

Joan Bennett from the Honors Program presented a proposal for a University of Delaware/ Teacher Scholar Program. A copy of the proposal is available.

After a discussion of the proposal, a motion was made to approve the program for one year, after which a review will be conducted. In addition, participating students must be

sent a letter indicating that the University of Delaware is not the recommending institution for their teaching certificate.

## II. *Student Request for Readmission to Program.*

Consistent with UCTE procedures, a subcommittee consisting of Barbara VanDornick, Ann McNeil, and Mary Roe considered the student's request and reported their recommendation. The subcommittee conferred with several University officials in the creation of its recommendation. Mary Roe moved *that UCTE support the subcommittee's recommendation*. The motion was seconded. Several points were discussed including the following:

1. Based on the information provided, UCTE should deny the request.
2. A letter from the student's neurologist documenting changes in the student's functioning might be appropriate.
3. Recommendations from a supervisor who has worked with the student in his teaching position over a span of time and a description of the responsibilities the student has assumed might be appropriate.

After discussion, the motion to accept the subcommittee's report was rejected.

Skip MacArthur moved *to reject the student's application for readmission to the Elementary Teacher Education Program to complete student teaching*.

After discussion, the motion was passed with one member voting no and two abstentions.

The meeting adjourned at 4:00 p.m.

Respectfully submitted by:  
Marie Senff and Carol Vukelich