

**University Council on Teacher Education
Minutes for November 9, 2015
1:30-3:30
200 Academy Street, Room 210**

Members Present: Jan Bibik, Ralph Ferretti, Laura Glass, Myae Han, Laurie Palmer, Kate Scantlebury, Samantha Scarpone, Alden Snell, Barbara VanDornick, Carol Vukelich, Sharon Walpole, George Watson

Members Not Present: Michelle Cirillo, Brandon Jackson

Guests Present: Hannah Kim

The October 12, 2015 minutes were unanimously approved.

Announcements

1. 2014-2015 Survey Results and Pathwise Data (Barbara VanDornick)
Barbara reviewed all aggregated survey and Pathwise data from 2014-2015. The aggregated and raw data will be posted on Sakai for the program coordinators to review. We piloted new survey questions this spring for the Exit Survey (completed by student teachers), Alumni Survey, and Employer Survey.
 - Exit Survey – The response rate in the fall was 92%. The response rate in the spring was 88% for the old survey and 89% for the new survey.
 - Cooperating Teacher Survey – The response rate in the fall was 88% and in the spring was 91%. The mean scores were 4.2 or higher.
 - Alumni Survey – The response rate was 47% with 52 completing the old survey and 96 completing the new one.
 - Employer Survey – The response rate was 64%. The “instruction” questions are where we see more ratings of 1’s and 2’s.
 - Pathwise Data – The mean scores were all 4.0 or higher.We submitted the new survey questions to CAEP in October and will know if they are approved by March. We need to find creative ways to get the students to complete the surveys so that we can achieve a better response rate. LinkedIn might be a way to reach out to alumni to complete the survey.

Old Business

1. Possible advisory board to address CAEP Standards (Laura Glass)
 - Laura presented the idea of creating an advisory board to address CAEP standards. The council agreed that one should exist. The council suggested that the advisory board could meet once a semester and be used to highlight ideas, share data and information, and get feedback on alumni’s performance from around the state. Laura will contact the UCTE members for their suggestions of individuals to serve on the board and compile a list of possible board members for the next meeting.

2. UCTE bylaws (Laura Glass)
 - Move to next meeting.

New Business

1. History Education program revision proposals for the major and for the following concentrations within the major: American History, European History, and World History. (Hannah Kim)
 - Hannah reviewed the four History Education program revision proposals. The proposals outlined the courses that fulfill the program requirements. Council members unanimously approved the courses.
 - The Faculty Senate asked all programs to specifically list the courses that fulfill program requirements. The list of courses will then appear in the undergraduate catalog and make degree audits in UDSIS more accurate.
2. Timing of the UCTE review of program proposals. (Laura Glass)
 - Program proposals should be reviewed at the college level first before being reviewed by UCTE.
3. Proposed revision to the Professional Education Conduct Board policies and procedures. (Laura Glass)
 - Laura presented possible edits to the PECB policy that were suggested by the PECB advisors and board members. The following changes were approved.
 - i. A DCTE staff member will provide logistical support to the PECB's operations (e.g., notifying candidates, scheduling the meetings, taking meeting minutes, communicating with the Office of Student Conduct).
 - ii. A member who recuses himself/herself from a case (e.g., due to a conflict of interest), but is present for the rest of the meeting, will not have an alternate board member review the particular case.
 - iii. Candidates can attend the meeting or provide a written statement in lieu of attendance (video statements would not be accepted).
4. Proposed new survey questions (Barbara VanDornick and Laura Glass)
 - Barbara presented the new survey questions and proposed three additional questions for the survey. The following additional questions were approved.
 - i. design, modify, or select appropriate assessments to address individual learner's learning goals.
 - ii. provide all learners with access to rigorous college and career ready standards.
 - iii. apply technology to improve his/her teaching effectiveness and learners' learning experiences.
 - The members edited two of the survey questions so that they included examples, making the questions clearer for individuals taking the survey.

- i. plan and differentiate instruction to meet the needs of all learners (e.g., gender, language, culture, ethnicity, race, socioeconomic, differently abled).
 - ii. engage in activities to support the profession (e.g., join a professional organization; pursue leadership roles; attend, plan, and/or present at conferences).
5. Survey response rates (Barbara VanDornick)
 - CAEP is expecting a high response rate for surveys completed by candidates, employers, clinical educators, and alumni. Members discussed ways to possibly improve the response rates. They did not support the idea of making the exit survey a requirement for institutional recommendation for certification for candidates. The idea of making it part of a course requirement (e.g., student teaching) would need to be reviewed by faculty first. The group decided to give it our best effort this year and see what happens. If we need to make changes, then we can do so before 2018.

Meeting adjourned at 3:31 p.m.