

University Council on Teacher Education
Minutes for September 22, 2020
12:30 – 2:30
Via Zoom

Members Present: Tia Barnes, Suzanne Burton, Duane Cottrell, Jenna Dean, Gary Henry, Steff Kotch-Jester, Chrystalla Mouza, Krissy Najera, Kristin Nelson, Diana Roscoe, Carol Wong

Guests: Christine Gorowara, Marie Peters

The May 26, 2020 minutes were unanimously approved.

Announcements

1. Welcome new members
 - Duane Cottrell and Diana Roscoe are representing secondary education; Carol Wong is representing SOE graduate programs; and Jenna Dean represents the undergraduate students.
 - **ACTION: Chrystalla will follow up with a graduate student representative.**

2. Teacher of the Year Event – Monday, 2/15/21 from 4:30 to 7:00 in Trabant
 - Krissy discussed the Teacher of the Year event that is held every February.
 - Due to COVID-19 we do not think we will be able to meet face-to-face and do not have a budget for events. So, we need to decide: 1) Do we hold a virtual event or 2) Do we hold off and in 2022 have both 2020 & 2021 teachers for the event?
 - Several suggested waiting and combine the events in 2022.
 - **ACTION: Krissy to check to see what DOE is doing about the TOY ceremony.**
 - There are plans on ways to get more students to attend.
 - The idea of “repurposing” the event this year was suggested to something like a fireside chat with breakout sessions. Hold the event in January, instead of February. Zoom is very flexible for students. The event should have teachers who are experienced in “virtual” teaching to give advice to our student teachers.
 - **ACTION: DCTE to organize team to create repurposed event.**
 - **ACTION: DCTE will send the TOY teachers a card and possible UD swag and explain that we are going to do a combo year in 2022.**

3. Accreditation Process (Christine Gorowara)
 - Christine reviewed the accreditation recommendations which are 1) should Delaware stay with the Council for the Accreditation of Educator

Preparation (CAEP) for the next accreditation cycle, or switch to the Association for Advancing Quality in Educator Preparation (AAQEP)? and 2) How should programs with no affiliated SPA be reviewed?

- Christine stated that other options like can the IHE have the choice between both and can the IHE have the option to have neither – both these suggestions where **not** acceptable to DOE.
- Christine reviewed the differences and similarities between CAEP and AAQEP. You can review the materials about AAQEP and CAEP on the google drive under UCTE – May 2020 folder.
- DACTE Meeting on October 13th at 9:00 – 10:30 will discuss these accreditation decisions. Survey will also be sent prior to and following the DACTE meeting. There will also be a google drive with materials.
- The Delaware Accreditation Cohort will make the recommendation to the Secretary of Education. All feedback must be provided to the Delaware Accreditation Cohort by November 1, 2020.
- UCTE will give recommendation at October 27th meeting.
- **ACTION: DCTE will set up a faculty information session meeting between 10/13 DACTE meeting and UCTE 10/27 meeting to have programs input.**

New Business

1. Review Process/Bylaws (Krissy Najera)

- Krissy reviewed the UCTE Bylaws. The UCTE mission is to monitor the teacher education programs and processes in which they operate. Advance communication between faculty, clinical educators, and candidates in professional education programs. To review all proposals for new or revised programs. Liaison between state program approval agencies and officials and to national accreditation associations. UCTE is responsible for the smooth running of all teacher preparation programs at UD.
- A UCTE button will be added in Curriculog, so those programs revisions will come to UCTE for their approval.
- **ACTION: Krissy will follow up with the Registrar Office.**

2. Field Instructors Qualifications (Krissy Najera)

- Krissy discussed the Field Instructor Qualification policy in that it is challenging to find the right people to fit the strict qualifications that have been set in the policy. The Dean suggested we form a Field Instructor Task Force to develop field instructor qualifications that we could adopt here at UD. Last Spring the task force was charged with developing common standards of practice and ways to pay field instructors and supervisors both full-time and part-time as well as to take a look at what the research says about what high quality field instructors and supervisors do in order to make recommendations to Deans, Directors and Chairs. The team met over the summer several times and answered questions

proposed to us. Then due to preparing for Fall semester, the team has not met. The work of the task force will continue throughout the year but there is an immediate issue that Secondary Education would like to bring forth.

- The current policy states that in order to be a field instructor, you must have had 5 years of administrative supervising and/or 5 years of teaching the discipline in a P-12 setting within the past 10 years. Last Spring, it was suggested to change the policy 3 years' experience and removal of the 10 years, but did not go any farther, as the Task Force was suggested to look at the policy.
 - One issue is the concern for our ability to pay field instructors with the budget circumstances. So, there is discussion of the idea of including the ability to allow people who have taught methods or similar courses in the last 5 years be allowed to be a field supervisor. Also, in the event we cannot pay adjunct field instructors in these roles, we may need full-time faculty to serve as field instructors and therefore, the policy would need to be waived or amended.
 - The other issue is the policy states that program coordinators must provide evidence that the field instructors who have an older certificate can demonstrate knowledge of the discipline's current content and instructional strategies.
 - It was brought up the DOE accepts teaching methods courses as an activity that could count toward the renewal of teaching license.
 - A bigger conversation is that we need to define our philosophy of field instruction. We do not want supervisors just going out and observing our students and telling them what they did right or wrong. We want the philosophy of engaging the teacher candidate in a discussion about their practice and to question them about their practice and decision making. We need to come to a consensus because if we are going to have all these individuals out in schools representing UD as field instructors, we all need to be on the same page on our philosophy of what field instruction should look like. This is an area the Task Force is working on and has not finished.
 - The other question is who pays for field instructors and from what budget does the money come from and how else can we compensate if there are no funds available?
 - What does field instruction look like if the faculty have never been certified?
- a. Proposed change for Bullet 1.:** *All field instructors must be certified or have been certified in the discipline(s) they supervise, or must have had 3 years of administrative supervising and/or 3 years of teaching the discipline in a B-12 setting.*
- b. Proposed change for Bullet 2.:** *All field instructors must provide evidence that they know the discipline's current content and instructional strategies. Options of evidence include: current certifications (via updates with DDOE/DEEDS), attendance at mandatory trainings and*

workshops (at least once per year), teaching methods courses, collaborations with methods faculty.

- **ACTION: Krissy will run these two changes by Dean Henry and Duane Cottrell and then request a vote from UCTE via email for these changes.**

3. Substitute Teaching (Krissy Najera)

- Krissy reviewed the policy as there have been requests for our students to substitute. One issue is Districts are requesting a student to substitute teach and it is too early in their student teaching. The other is Districts are looking to hire substitutes and they are running into two issues: 1) for hybrid classes not able to find teachers willing to come into school and 2) not giving their substitute access to learning management systems or curriculum materials and resources.
- Programs can be more restrictive than the policy stated from UCTE. Each circumstance of requests for substitutes from our student teachers should be reviewed before allowed.
- Communicate with your students to find out what is happening in their schools. Encourage students to get on the substitute list and register with the service.

4. District Plans (Marie Peters)

- Marie review the document that provides information from Districts and Charter Schools on their plans for opening this Fall.
- The document includes links from the Districts to be able to have up-to-date information from the District's websites.
- **ACTION: Marie will have Kim add this document to the Office of Clinical Studies website.**
- Program Coordinators have access to the google document "District/Charter Opening Plans".

Meeting adjourned 2:32 pm