

**University Council on Teacher Education**  
**Minutes for September 19, 2023**  
**3:00 – 4:00**  
**Zoom**

**Members Present:** Suzanne Burton, Duane Cottrell, Sarah Curtiss, Gary Henry, Trish Hermance, Steff Kotch-Jester, Basia Moltchanov, Krissy Najera, Rosalyn Washington

**Members Not Present:** Laura Desimone

**Guests:** Jamie Bailey, Ann Bullock, Maya Constantine, JT Fryer, Diana Lys, Tory McHugh, Allison Travers

### **Announcements**

1. FYI – All documents and presentations are located on the shared google drive: UCTE under “Meeting Materials” folder.
2. We need nominations for an undergraduate and graduate student to act as a representative for their class of students when attending UCTE meetings. Unfortunately, we were unable to discuss this during the meeting, but action is needed by October 1<sup>st</sup>.
  - **ACTION ALL: Please submit any undergraduate and/or graduate student whom you feel would like to serve on UCTE to Debbie by October 1<sup>st</sup>.**

### **Old Business**

1. UCTE Meeting Norms (Krissy)
  - Krissy reviewed the following “Norms” for all UCTE meetings:
    - Center impact on students – learning and equity.
    - Challenge cherished beliefs – embrace tensions and learn new things.
    - Communicate UCTE meeting content to programs and gather feedback in a timely manner.
    - Ask questions.
    - Say “I don’t know”.
2. Bylaws Review (Krissy)
  - Krissy briefly reviewed Article I: Mission & Authority of the UCTE Bylaws and suggested that since there have been some changes, the bylaws should be revised slightly.
  - Example: #2 *“To ensure that the University of Delaware offers only professional education programs of high quality that are in full compliance with State and national standards and with the **University’s conceptual framework for professional education.**”* The highlighted section does not exist anymore and should be revised or removed.
  - It was suggested that instead of removing the university’s conceptual framework, we replace it with the product of work regarding the UD portrait of a teacher.
  - We will address at a future meeting.

### 3. Portrait of a UD Teacher – (Krissy, Diana, & Ann)

- The work regarding Portrait of a UD Teacher was reviewed. There are four distinctive characteristics that reflect the InTASC standards which have been adopted by the State of Delaware:
  - Content, Pedagogical, & Technology Knowledge
  - Equity-minded & Culturally Responsive Practice
  - Learner Development & Learner Differences
  - Reflective Practitioner
- The team examined the SLOs for program learning outcomes, SPA reports and assessments, and state and national landscapes. They found that lesson planning, content, and varied outcomes in different programs were valued. They reviewed the Portrait Assessment Alignment spreadsheet which outlined assessments by program and how they met the characteristics and the commonalities between programs. The spreadsheet shows the lack of common themes across most areas and lack of equity-minded/culturally responsive teaching.
- **Step 2: Operationalize the Portrait**
  - **Develop a new performance assessment tool.**
  - **Update SPA Assessments**
- They reviewed a timeline for each:
  - New Performance Assessment
    - Fall 2023 – volunteer team to construct assessment.
    - Spring 2024 – pilot new assessment
    - Summer 2024 – refine assessment and implement Fall 2024.
  - Update SPA Assessments
    - Tory and Debbie will be reaching out to program coordinators to schedule time to review assessments.
    - October 2023 – collect assessments and scoring rubrics.
    - November 2023 – Align rubrics to SPA standards.
    - December 2023 – submit any assessment revisions.
- **ACTION STEPS:**
  - **Send PPT and Alignment to UCTE (note: these documents are located on the google shared drive – UCTE, under “Meeting Materials” folder.**
  - **Review assessments/SPA with program faculty.**
  - **Volunteers for Performance Assessment development, to start by early October.**
  - **Krissy will send out detailed timelines.**

### New Business

#### 1. Learning Labs Focus Groups Results – (Jamie)

- Jamie reviewed a few slides of data from the Learning Labs focus group of students of color. We will have Jamie attend the October meeting to finish discussion on this important matter. Jamie also offered to attend department meetings to review the data, just reach out to her at [jamierb@udel.edu](mailto:jamierb@udel.edu).

Meeting adjourned at 4:01 pm