University Council on Teacher Education
Minutes
September 16, 2026, at 3:00 pm
Zoom

Attendees: Steve Amendum, Suzanne Burton, Trish Hermance, Jason Hustedt, Allison Jackson, Ben James, Hannah Kim, Krissy Najera, Aimee Pearsall-Kramer, Jessica Slade

Guests: Terri Villa, Tory McHugh

1. Welcome and Introductions
    - The meeting began with introductions from UCTE council members. Krissy oriented new members to the UCTE shared drive which contains agendas, meeting minutes, policies, and bylaws.

2. UCTE Field Experience Committee - Terri Villa, Chair
    - Terry Villa provided an update on the UCTE Field Experience Committee, which met for the first time in late spring to improve field experiences across programs, with particular focus on supporting struggling students, standardizing clinical educator training, and enhancing support for transfer and AA students. The next Field Experience Committee meeting was scheduled for September 30th.

3. CAEP Update - Tory McHugh
    - Tory updated the group that 98% of evidence for an accreditation review has been finalized, with only 3 outstanding program reports remaining, and aims to complete the process by October 1st. She noted challenges with the Taskstream platform and mentioned potential future changes to accreditation processes, including the possibility of choosing between CAEP and AAQEP (Association for Advancing Quality in Educator Preparation) accreditors. Tory also explained the complexity around content knowledge standards and SPA requirements, particularly for programs leading to licensure.

4. Program Proposals - Discussion about Agriscience Education, Art Education – Trish Hermance
    - Trish reported that the Art Education program is further along in development than Agricultural Science Education, with a curriculog proposal expected by end of October. The Art Education program has strong student demand and departmental support, while Agricultural Science Education is just beginning discussions to address state needs for more ag science teachers. Kristina explained the UCTE approval process, noting that programs must go through multiple units including the School of Education before reaching UCTE for final approval.

5. Associate Dean Approval Process Changes
    - The group discussed changes to the associate dean approval process for programs in the College of Arts and Sciences, with Trish planning to confirm the new structure in an upcoming meeting.

6. Update on EDUC 400 - department consent for specific sections
    - The group reviewed a proposal (see end of minutes) to update EDUC 400 to require department consent for specific sections. The new process will allow the department to audit students' transcripts and ensure they are properly prepared for student teaching while taking additional courses. Krissy agreed to verify with JoAnn whether administrative staff from other departments could register students for EDUC courses and to consult with legal about preventing students from registering for too many courses.

7. Description of Professional Responsibilities for Student Teachers & Residents - Feedback from faculty
    - DRAFT FOR FEEDBACK: Description of Professional Responsibilities for Student Teachers & Residents

- Krissy presented a job description document for student teachers and residents, explaining that it has been legally vetted to ensure students are not asked to do anything beyond their requirements. The document aims to clarify expectations around accommodations like extra time, which differ between coursework and fieldwork settings. UCTE members were tasked with sharing the document with faculty for feedback, with the goal of presenting feedback at the next two UCTE meetings in October and November, and goals to vote on the document at December's UCTE meeting.

8. EME Professional Progression and Retention Policy (PPR Policy - to replace current Professional Dispositions Process)
    - DRAFT FOR FEEDBACK: EME Professional Progression and Retention Policy
    - Krissy reviewed the professional progression and retention policy that would apply to all students. She explained that implementation timing depends on feedback collection and approval from the Office of General Counsel.

9. Miscellaneous
    - The group discussed promoting an upcoming event for "Team Next," a student group focused on men in education, with Benjamin requesting faculty to share the event details with their classes to increase attendance.

Next steps

Kristina

- Double-check with JoAnn Merritt about the logistics of department consent for EDUC 400, specifically if admins outside the School of Ed can enroll students.
- Investigate with Sarah Foster and possibly legal about mechanisms to prevent students from enrolling in excessive coursework during student teaching.

Terri

- Finalize the meeting schedule for the Field Experience Committee at the September 30th meeting.

Tory

- Finalize the CAEP evidence by October 1st and send it to UCTE for a 7-day review period.

Trish

- Submit the Art Education curriculum proposal in Curriculog by the end of October.
- Find out from the CAS undergraduate associate dean (meeting in two weeks) who approves new undergraduate programs in CAS.

Collaboration

- All UCTE members: Take the "Description of Professional Responsibilities for Student Teachers and Residents" document back to their faculty for feedback, with a goal to vote on it in December.
- All UCTE members: Take the "Professional Progression and Retention Policy" document back to their faculty for feedback.

All UCTE members: Share the Team Next event flyer with students and faculty, especially targeting men in education programs

Meeting adjourned 4:00 pm