

Council on Teacher Education (COTE)

January 22, 2002

3:00-5:00 p.m.

UL 1126

AGENDA:

1. Facilitating communication and collaboration among all who must be involved in School of Education programs.....T. Banta
2. Materials/evidence needed for the NCATE visit November 2-6, 2002.....L. Houser
3. 21st Century Teacher grants.....C. Leland
4. Student portfolios.....B. Berghoff

MINUTE SUMMARY:

Members Present: T. Banta, B. Berghoff, C. Collier, S. Fox, L. Houser, E. Jones, J. Kuczkowski, C. Leland, L. Oukada, C. Souch, J. Swope, J. Watt, G. Williams (for B. Jackson)

Absent: R. Ahlgrim, C. Barman, C. Borgmann, M. Capuano, G. Gonzalez, B. Jackson, K. Murtadha, R. Osgood, H. Saatkamp, P. Scott.

Minutes of the November 29, 2001 meeting were approved.

T. Banta provided a list of six major activities for which **collaboration between SOE faculty and faculty in other disciplines** is essential. These activities are NCATE accreditation; assessment emphasizing student portfolios; the 21st Century Teacher Project/STEP; learning communities and blocked courses; adapting content courses for general education for elementary, middle school, and secondary majors; and student advising. In the ensuing discussion, which was designed to suggest ways in which cross-disciplinary communication and collaboration might be facilitated, an additional activity, the post-baccalaureate program, was identified. In particular, we sought answers to the question: How can the limited number of SOE faculty provide adequate information about all these activities to the various groups of colleagues in other disciplines who need to be involved in implementing them?

Three principal suggestions were made:

- (1) *Some prioritization of the many activities must take place.* For now, we should focus on the NCATE visit scheduled for November 2-6, 2002; the Unit Assessment System with its student portfolios; and the 21st Century Teacher Project grants.
- (2) *One or two individuals need to be identified as responsible for each activity.* Faculty in other disciplines can step forward to provide leadership for several of the activities, thus relieving SOE faculty of some of their many responsibilities. SOE faculty thus can take

part in meetings and provide essential information without also having to call the meetings, provide minutes, etc.

The 21st Century Teacher Project grants provide an excellent opportunity for faculty in other schools to lead teams that include SOE faculty and K-12 representatives in addition to content specialists from a variety of disciplines outside education.

- (3) *A website or listserv should be established for each of the activities.* Meeting minutes and other background materials should be posted so that participants are kept up to date and newcomers to a task can easily acquire the information they need to begin to contribute.

L. Houser provided a detailed overview of the **NCATE** (National Council for Accreditation of Teacher Education) **review process**, including a timeline for furnishing materials for the self-study. She indicated that curricula in each content area can be linked to national standards in that discipline, IPSB Standards, or to Indiana's K-12 Academic Standards. Course syllabi from special methods courses and key courses (to be identified by faculty in the discipline) in each discipline will be needed for the NCATE review.

C. Leland presented outlines for five teams that might be submitted for funding under the **21st Century Teacher Project**. Some additional names were suggested for each team and for leaders from schools other than SOE.

Leland will fill out the membership of each team and identify leaders for each.

B. Berghoff said that some concentrated time looking at **student portfolios** could be very helpful as faculty assess the effectiveness of student learning in general education and content specific courses. She suggested that a block of time be identified during the spring semester for faculty from a variety of disciplines to come together for such a review. In addition, faculty are invited to the SOE Assessment Day scheduled for May 2, 2002.

Proposed Agenda for Next Meeting
March 28, 2002

In accordance with the consensus that the three top priorities for the spring should be (1) preparing for NCATE reaccreditation, (2) assessment of student portfolios, and (3) 21st Century Teacher grants, the following agenda for the March 28, 2002 COTE meeting is proposed:

- (1) Update on NCATE self-study – L. Houser
- (2) Update on progress in preparing 21st Century Teacher Project grants – C. Leland

(By March 28, all members of project teams will have been identified, chairs or co-chairs of each team—preferably faculty other than those from SOE—will have been named, and the basic direction for each proposal will have been described. If the deadline for submitting proposals is prior to March 28, 2002, proposals will have been written and submitted for funding by each of the six project teams.)

(3) Review of student portfolios – B. Berghoff

N.B. COTE members are urged to bring to the March 28 meeting colleagues who should be involved in the review of portfolios. In particular, participants in the 21st Century Teacher Project, as well as faculty who teach general education and content-specific courses for education majors, should receive invitations.