

**NCATE Steering Committee Minutes
October 9, 2001**

Attending: Roger Beach, Lynne Blennerhasset, Ronald Dreher, Pat Hulsebosch, Roz Rosen, Paul Singletary; **Regrets:** Tom Baldrige, Fran White

I. Old Business

A. Updates:

1. Documentation, syllabi, vitae, survey

The request to Administrative Assistants has been very successful. We've received most of syllabi and vitae. For Spring semester the focus will be on updating them to include standards and updated information.

2. Annual Report

Reports received from almost all Standards Committee and distributed to SC members. Figuring out the most effective way to get information continues to be a challenge (documents already in existence require a lot of work to analyze, faculty don't always respond, and the Standards Committees are absorbed by their own self-study).

Paul mentioned that he has been able to locate some summary data through the office of Institutional Research (John Skilton (sp?), though he's leaving, or Kurth Schneidmiller). This has been a relatively untapped resource for PEU that we will continue to explore.

3. Consultant Visit

Plane reservations made to arrive Nov. 13 in the evening. Pat will meet with her at that time to review the Institutional Report. Nov. 14 will be divided among Standards 1, 2 and 4, with a focus on what to expect in the visit. Anyone who wants to attend those meetings is welcome.

B. Publicizing Faculty Development Proposal

The faculty development workshop will focus on Problem-Based Learning using Technology. This is in response to faculty interest in learning how to use technology for methods courses.

Barbara returned to Roger's suggestion that we request that the Problem in the Problem-Based learning is one that is interdisciplinary. We agreed that will be key in attracting a wide faculty audience. We will also invite Arts and Science colleagues.

We decided that the best approach for publicity would be for Barbara to develop a flier describing what Problem-Based learning is, possibly provide some weblinks for anyone interested in examples, and disseminate this flier through email, Dept Chairs, and Steering Committee members.

See attached memo to IDEA (the workshop presenters) for more details on plans.

C. PEP-C Criteria Proposal

Pat described the meeting that took place on Monday between the Transition Committee (Carol LaSasso, Barbara Pomeroy, and Pat Hulsebosch) elected by SEHS faculty at its last meeting, and the new Deans. The Transition Team, which is also working on the Standard 6 self-study, brought questions related to governance and resource to the Deans (see attached). The Deans are eager to support the Professional Education Unit. Tom Allen believes that resources and support will be more available under the current structure of Graduate School and Professional Programs (GSPP). He mentioned web support and data analysis as two key functions. Tom Baldrige, Associate Dean, will provide ongoing leadership for our PEU assessment system.

Carol LaSasso and Barbara Pomeroy have disseminated to the Deans and other Transition Team members the proposal for establishing a new governance structure (see attached). They plan to distribute this to all PEU faculty in the next week. They will later disseminate new by-laws.

Pat has disseminated to SC members the proposed criteria for the Professional Education Programs Committee, along with a rationale for the criteria (see attached). She's seeking feedback before wider distribution to PEU faculty in preparation for a vote at our first PEU meeting on Study Day.

II. New Business—TABLED UNTIL NEXT MEETING

- A. BOE Visit: Who needs to be knowledgeable?
- B. Disseminating Professional Ed Unit info—ideas?
 - A & S
 - GSPP service courses
 - students

Meeting adjourned at 1:45 pm