

**NCATE Steering Committee Minutes
May 8, 2001**

Attending: Barbara Gerner de Garcia, Pat Hulsebosch, Tom Jones, David Martin, Roz Rosen

I. We have the date for our reaccreditation visit:

March 9 – 13, 2001

The visit begins on a Saturday when the team arrives and begins reviewing documents.

II. We next began discussing feedback from T.J. Oakes re our self-study process. Discussion centered around three areas:

1) Governance and resources:

- i. **Resources:** The consultant report refers to concerns about resources (including workload). One sign of this is the difficulty in gathering data needed to submit annual AACTE reports

The SC discussed the need to describe Professional Education resources in terms of “What was” and “What is” and compare the two. Our AACTE Annual Reports are a good starting place for this comparison. And then to develop a proposal regarding what should be, especially in light of increasing demands and needs from Gallaudet, from the field of Teacher Education (via NCATE, for example, partnership with schools), and from the field of education, and especially deaf education (the rapidly increasing demands, for example).

SC members discussed the need to make proposals regarding budget now, while there might be remaining money in the current fiscal year budget. **David and Pat will meet with Governance and Resources committee Chair to discuss their role in this process.**

David also suggested that in October we provide the Dean with a preview of the Institutional Report.

- ii. **Governance:** There’s a need for a faculty structure that provides leadership in professional education. The former structure that served that purpose was the SEHS, which met each semester. With SEHS dissolved, we don’t yet have something to replace that structure.

Chairs of PEP-C and CGE and Pat met with the deans of GSPP and CLAST yesterday to discuss ways to formalize and institutionalize the governance of professional ed via PEP-C. Out of that meeting will come a proposal to Senate (to revise bylaws) to make PEP-C a subcommittee of both CGE and CUE, with a representative of PEP-C serving as a (non-voting?) member of CGE and CUE. It will be proposed that the curricular review by PEP-C will replace the review by the Curriculum Subcommittee of CGE, though there will remain a review by the full CGE.

PEP-C has suggested that the criteria for review by that body be revised to reflect the new performance based criteria of NCATE. **Pat and David will work on a checklist to circulate to NCATE Steering Committee, Assessment Committee, and PEP-C members over the summer.**

2) **Conceptual Framework:**

- i. Need to develop programmatic descriptions of their incorporation of the conceptual framework with underlying knowledge bases. Pat developed a one-page example of this based on the UG ECE program.

Goal is to do so before June so that the introductory section of the Institutional Report can be revised over the summer.

- ii. Need to map our syllabi and overall programs against the conceptual framework and professional standards. Pat developed an outline of NCATE considerations, as well as some examples from other universities of how they've done this mapping.

Goal is to have all Fall syllabi revised to reflect CF and standards, and, in the Fall to revise other syllabi (including Spring) to do the same.

- 3) **Assessment:** Need to consider how our assessments reflect the conceptual framework. One example Barbara gave was regarding the requirement for graduates to pass the SCPI because communication is important in bridging deaf and hearing cultures.

Two other examples of things we might consider for additional focus in programs were the use of interpreters, and deaf-friendly media (e.g., Powerpoint without a white background)

Pat and David will develop a cover letter for the consultant report and circulate it to Program Coordinators, Department Chairs, Deans, and the Provost.

We discussed the possibility of writing some Faculty Development proposals to support NCATE related development. David described the way in which pairs of faculty in Arts and Sciences and Education will be working during the summer to plan for co-teaching, guest lectures, and/or common experiences for the secondary education majors. They received two different faculty development grants, one for about \$8,000 from Committee F, and another for about \$6,000 from the CLAST Dean's incentive fund.

Roz suggested we send a questionnaire via email to Professional Ed faculty assessing their interest in Faculty Development workshops. The SC brainstormed some ideas for workshops. David and Pat will send this out via email in the next day.

Roz and Barbara also discussed survey questionnaire software that could be used for alumni surveys.

- III. We reviewed the activities related to student, faculty and partner involvement in NCATE. Pat distributed notes from the student discussion of the Conceptual Framework. She has also received feedback from ECE teachers and administrators via an ECE Advisory Group. This week the Dept. of Ed is sponsoring an initial meeting of a Collaboration Council to discuss ways we might work together.

The Faculty Forum was cancelled because of a number of "glitches" but will be rescheduled for the Fall.

- IV. Future Dates:

Student Faculty Discussions : October 22, 2001
Also, new Students during Program Orientation

Faculty Forum: Week of September 10, 2001

Faculty Workshops : Check on the plans for Enrichment Day (Eileen Mathews or Charles Giansanti, though he is retiring)

Steering Committee: Aim for first meeting of Fall for around Aug. 28-30. Check on a day and time that will be good for all

