

## NCATE Steering Committee Minutes September 18, 2001

**Attending:** Roger Beach, Lynne Blennerhasset, Ronald Dreher, Barbara Gerner de Garcia, Pat Hulsebosch, Paul Singletary; **Regrets:** Tom Baldrige, Fran White

### **I. Timelines**

Distributed timelines for report writing, and a timeline for overall NCATE self-study process between now and the March 9-13 visit.

There is an **October 5** deadline for Standards Committees to summarize achievements in each of the six NCATE standards areas. This summarizing will be a starting place for the full Institutional Report due **October 30**.

### **II. Faculty Development Proposal**

Barbara updated us on her progress in preparing a proposal for faculty development on problem-based learning using technology. Proposal due September 24.

### **III. Standards Committees Self-Study**

Pat distributed examples of evidence collected by other universities for each standard, lists of evidence we have in NCATE room, and examples of narratives from several other universities.

The rest of the meeting was spent discussing how best to obtain data and documents needed for Standards work. Faculty vitae are a pressing need for at least two committees: full-time, adjunct, and for service courses.

Also need to seek information on courses and faculty for “service” courses (i.e., Audiology, Linguistics, and, to some extent, Arts and Sciences).

Barbara distributed a description of the kinds of data the Diversity committee is seeking. We discussed the possibilities for seeking diversity information (e.g., religious background) in a non-intrusive way. Also discussed the value of open- vs. closed-ended surveys. There’s a desire not to inundate faculty with multiple requests from multiple sources. Question regarding how much detail NCATE expects, and how to disaggregate University-wide data (such as related to resources) for the Professional Ed unit.

Paul Singletary will also need student, faculty, and course information for this year’s AACTE report. Paul, who works for Kathy Peoples (Director of Graduate Programs) expects to soon learn about how much of his time will be allocated to NCATE.\*

We discussed the difficulty of locating data at Gallaudet, and suggestions by others (e.g., Kurt Schneidmiller) to establish databases to facilitate data tracking. This would fit with NCATE’s assessment standard which requires technologically supported assessment systems.

A suggestion was made that we work through the Administrative Assistants in each Department. **We will compile a list of data needed immediately, and invite the AA’s to next week’s SC meeting.**

- Later that week SC Chair was informed that Paul will work on NCATE for about 2/3 of his time.

**NCATE Steering Committee Agenda  
September 25, 2001**

- I. Faculty Development Proposals
- II. Standards Committees Updates
- III. Standards, curriculum, assessment
- IV. Support data and document collection and analysis
  - a. Dean's office Intern
  - b. Technology GA
  - c. Secretarial support for analyses
  - d. Administrative Assistants