

NCATE Steering Committee Minutes
September 25, 2001

Attending: Lynne Blennerhasset, Ron Dreher, Barbara Gerner de Garcia, Pat Hulsebosh, Paul Singletary, Doreen Dixon, Karen Dickerson, Esther King, **Regrets:** Fran White, is in the hospital at Washington Hospital Center, Tom Baldrige, Roz Rozen, Roger Beach

- I. We reviewed the list of data we will be asking for from the Department Administrative Assistants (see attached). Ron believes all of that data can be located either by the Department Chair or the Administrative Assistant.

Paul Singletary reviewed the quantitative data required by AACIE/ NCATE from Departments (see attached).

Shirley Hack-McCafferty is the new Administrative Assistant in the Physical Education Department.

- II. Barbara distributed a draft of the survey regarding diversity activities. SC members provided feedback on the questions. Seems likely that this questionnaire will be better distributed in paper form than on-line. The on-line version seems to be cumbersome.

- III. Administrative Assistants joined us at 1:00 to discuss the data collection.

It was noted that student demographic information is gathered from student applications. Undergraduate applications need to be sure to ask for this information on the undergraduate form.

AACTE report covers Summer, 2000 to Fall, 2001. Recommendation that people save current date for next years AACTE reports.

Paul reviewed the categories of information. There was some discussion of the demographic categories. For example, if a student is Black and Hispanic, they could not be counted in two categories but, instead in "other". Concern that we lose representation of minority students and faculty.

- Question arose regarding:
Who's considered professional education faculty: Audiology?
Pat felt that only faculty who teach in professional education unit.
- Question arose regarding:
Summers only students: Would "Fall only" requests capture these students?
Only if enrolled.

Paul mentioned that he does not need average number of credit hours.

The last page, on resources, will now need to be completed by Administrative Assistants for the departments because Paul no longer handles the budget for the unit.

IV. Barbara distributed the faculty development proposal on problem-based learning.
Proposal was submitted before September 24, 2001 deadline.

Meeting was adjourned at 2 p.m. Next Steering Committee meeting scheduled for the next week, Tuesday, October 3, 2001, at noon.