

The College of New Jersey
School of Education

Teacher Education Program Council (TEPC)

Minutes

February 4, 2009

227 Forcina Hall

1:30 p.m.

Present: B. Behre, M. Taylor, R. Conjura, D. Fleming, J. Karsnitz, A. Farrell,
C. Gosselin, J. Goebel, K. Liebars, H. Anthony, E. Meixner,
N. Mageel, H. Galen, M. Paulsson, V. Edwards, V. Brown, R.
Coculo, S. Carrick

I. Discussion Items

- A. Field Placement Approval - School boards are requiring background checks for JPE students. One way to fulfill this requirement is to have students apply for a substitute certificate. Bill would like a statement to be placed in the bulletin, handbook and program planners regarding this. This change was approved by the committee.
- B. Assessment Committee – Provost is concerned that participation in the Assessment Committee may be seen as a replacement for traditional tenure requirements. It is *not* meant to replace the requirements for Tenure. Bill would like an Assessment Committee to be established by spring 2009. Also, Counselor Ed and Ed Leadership do not need to be a part of this committee.
- C. “IP” vs. “W” - John Karsnitz suggests that a new designation be added for those students who are unable to fulfill the student teaching requirement due to stress related issues. Bill will follow up with Frank Cooper.
- D. NJ State Health and Hygiene Requirement for Certification – The NJ State Code now require colleges to develop & administer the health & hygiene test, previously administered by County Superintendent Offices. Roberta Conjura and Anne Farrell will develop information and a test, preferably implemented through an on-line process.

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February 18, 2009

227 Forcina Hall

1:30 p.m.

Present: H. Anthony, B. Behre, S. Carrick, R. Coculo, R. Conjura,
V. Edwards, A. Farrell, D. Fleming, H. Galen, Goebel,
C. Gosselin, J. Karsnitz, C. Liebars, N. Magee, E. Meixner,
M. Paulsson

1. Discussion Items

- A. Assessment Committee – Colette will convene the group. Charge will examine teacher prep programs and performance based assessment for teacher prep. The committee will also look at courses to allow for students to choose elective/optional courses.
- B. New School of Education Building - The initial plan was for 58,000 sq. ft. The College may compromise to 54,000 sq. ft. instead. The building should be ready for occupancy in 2012.
- C. Urban Education Program – 5 year program combining elementary/early childhood undergraduate study with MAT courses and field work, adding Urban education and ESL certification components. The program was ok'd by the consensus of TEPC members present.
- D. Graduation – May 15 – location TBA.

The College of New Jersey
School of Education

Teacher Education Program Council (TEPC)

Minutes

March 3, 2009

227 Forcina Hall

1:30 p.m.

Present: H. Anthony, B. Bartoletti, B. Behre, G. Brown, S. Carrick,
R. Coculo, R. Conjura, V. Edwards, A. Farrell, D. Fleming,
H. Galen, J. Goebel, C. Gosselin, J. Karsnitz, C. Liebars,
N. Magee, E. Meixner, M. Paulsson

1. Announcements

The Five year Urban Education program documents were reviewed and discussed with the NJ Department of Education on February 25. We hope to receive full approval shortly.

CAP will be addressing nomenclature to initiate Secondary Education as a separate major along with the subject area major.

New SOE building will cost 40 million....future bond will be floated in 2010.

2. Discussion Items

- A. Field placements – the following questions were raised: how should we prioritize student teacher's placement/location? Are students being placed in districts that are too far from the college? Bill will work on a guidance document to discuss concerns regarding sophomore, junior and senior field experiences.
- B. Certification candidate's Praxis test scores are only available on-line for 30 days from the date they are posted by ETS. To view scores, the student must log into their praxis account and click on "score report". Additional score reports cost \$40.00 for each recipient.

The College of New Jersey
School of Education

Teacher Education Program Council (TEPC)

Minutes

March 18, 2009

227 Forcina Hall

1:30 p.m.

Present: H. Anthony, B. Behre, G. Brown, S. Carrick, R. Coculo, R. Conjura, V. Edwards, A. Farrell, D. Fleming, H. Galen, J. Goebel, S. Guerrini, C. Gosselin, C. Liebars, N. Magee, E. Meixner, J. Osborne, R. Palmer

1. Announcements

- a. April 1st meeting canceled.
- b. Candidates of the NJ Distinguished Student Teacher award will be delivered to the State by March 27th.

2. Discussion Items

- a. Health & Hygiene test – the county superintendent’s office will no longer administer the Health and Hygiene test required by the NJ Department of Education. Instead, the state has asked colleges to prepare their own test. Roberta Conjura and Ann Farrell will work together to create a test that will be implemented late spring. Roberta will email TEPC members a copy of the test for review. Exempt from taking the test, are students who have taken a college level Biology course.
- b. PAWS – there are some glitches regarding the transfer of SIS data to PAWS. Any glitches that you may come across, should be brought to the attention of the department Chair and/or Assistant Dean. Departments will keep a list of issues that will then be sent to Libby Alcaro for review.
- c. Transfer Policy – education majors that transfer from a two year college are under the impression that they can graduate within a two year period. This is not always possible due additional education requirements that have yet to be met. In June, Bill will meet with Kevin Ewell, from Admissions, to put together information for the community colleges so they can better advise the students.

Teacher Education Program Council

TEPC

November 4, 2009

1:30 p.m.

227 Forcina Hall

Minutes

Attendance: H. Anthony, B. Behre, V. Brown, R. Coculo, R. Conjura, V. Edwards, D. Fleming, H. Galen, J. Karsnitz, K. Kosch, C. Liebars, N. Magee, E. Meixner, L. Thornton,

Announcements:

1. Craig Kapp is working on a new SOCS based assessment – E Assessment . Craig will demonstrate this new tool at the next TEPC meeting on November 18.

Discussions:

Disposition Rubric

- New document is meant to replace current NCATE disposition rubric.

Pass/Fail Grade for Student Teaching/Internships - Discussion

- Members argued that Pass will not distinguish those students who go “above and beyond” from those students who are mediocre. Because P/F is not calculated into the GPA, for most students, it will have a negative impact.
- Faculty senate discussion on grading – what grading means in general, to begin in September 2010.

Criminal Background Check

- Hamilton and Flemington school districts require student teachers obtain a sub certificate which cost approximately \$200.00.
- Effective January 1st, Ewing school district will accept only those student teachers who have had a criminal background check. Criminal background check cost approximately \$33.00.

Action:

None taken. Members should raise the issues discussed within their departments and be prepared to provide feedback.

Teacher Education Program Council

TEPC

November 18, 2009

1:30 p.m.

227 Forcina Hall

Minutes

Attendance: H. Anthony, R. Bartoletti, B. Behre, R. Coculo, R. Conjura, Anne Farrell, D. Fleming, D. Frank, Joe Goebel, Craig Kapp, J. Karsnitz, K. Kosch, C. Liebars, N. Magee, M. Marino, E. Meixner, Ruth Palmer

Announcements:

1. Starting December, TEPC will meet only once a month (the first Wednesday of each month). The third Wednesday will be reserved for working groups - group meetings that will address issues discussed at the TEPC meeting and then report to the committee the following month.
2. Roberta suggested that coordinators and advisors remind Dec. 09 graduates that certification is not automatic and that they must apply for certification through the Certification Office.

Discussions:

TEPC Meetings -

At the next meeting of 12/2, the primary agenda item will be on how to effectively manage the council. Bill asked that members think about the following:

- a. Creating groups such as: a work group on grading policy.
- b. Agenda items – Bill strongly encourages members to submit topics for the agenda a day or two prior to each meeting.

E-assessment –

Craig Kapp and Deb Frank presented E-assessment. Bill would like members to test the system at: <http://socs.tcnj.edu/eassessment>.

Health & Hygiene requirement –

John Karsnitz suggests that students should be able to go on PAWS to view the requirement and determine whether they have met the Health and Hygiene requirement for state certification.

Action:

None taken. Members should be prepared to discuss raise the issues discussed within their departments and be prepared to provide feedback.

The College of New Jersey

Teacher Education Programs Council (TEPC)

Minutes

February, 17, 2010

Forcina Hall 321

1:30p.m.

Present: B. Behre, R. Bartoletti, R. Coculo, R. Conjura, S. Donohue, V. Edwards, D. Fleming,
H. Galen, J. Goebel, K. Kosch, C. Liebars, M. Marino, E. Meixner

Announcements:

- a. NJ Distinguished Teacher Award nominees are due to the School of Education by March 1st. Once the applications are received and reviewed, three applicants will be chosen and submitted to the NJ Department of Education. The application was sent to all TEPC members via email on January 26. Any questions, please contact Rita at ext. 2348.
- b. E-assessment training is scheduled Thursday, February 25 in the Library, room #5 at 10:00 am. Any questions, please contact Delsia at ext. 3024.

Discussions:

1. TEPC decided that, as a rule, students must satisfy any "incomplete" (I) in order to be eligible for student teaching. Any exception to this rule will be at the Dean's discretion based on department recommendation. Bill will draft procedures.
2. TEPC will continue the discussion regarding its role in governance.
3. Sub-committee updates – Assessment and Global committees will be meeting in the near future. The Grading committee – Mike Marino is conducting a comparative study on the implication of removing grades - pass/fail vs. grade.

Next TEPC meeting - March 17, 2010.

The College of New Jersey
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Teacher Education Program Council (TEPC)

Minutes

March 17, 2010

227 Forcina Hall

1:30 p.m.

Present: H. Anthony, G. Brown, R. Coculo, R. Conjura, R. Conway, S. Donohue,
A. Farrell, D. Fleming, H. Galen, J. Goebel, S. Guerrini, K. Kosch, C. Liebars
N. Magee, M. Marino, R. Palmer

1. Announcements:

- Mid-term NCATE assessment report for Spring 2010 was due on March 14. The 2009 final NCATE report is due on March 26. NCATE will be visiting this fall.
- E- Assessment training is still available. If interested, please contact Delsia Fleming (x3024) or Deb Frank (x2522).
- Status of dual major - CAP submitted final recommendation to the Steering Committee. They are awaiting the approval of the Provost.
- Upcoming May graduates should have already applied to the Records & Registration office for graduation. If they have not, they must do so immediately. For May graduates who have yet to take the Praxis exam, the registration deadline is March 25 for the exam of April 24. Students are now able to access their Praxis scores online, but for only 45 days. After 45 days, students must pay to receive their scores. For those who were not at the last TEPC meeting, I have attached Roberta Conjura's handout. It is also available on the certification website.
- Sub-committee updates will be available at the next TEPC meeting on April 21.
- Elementary & Secondary Education Music majors are now required to fulfill two placements based on the recommendation of the National Association for School Music (NASM), the accrediting agency.
- The Cartel movie screening will be on March 31 at the Mayo Concert Hall at 2:30pm. Please encourage your students to attend and make sure to bring ID. Admission is free only with ID.

<http://www.thecartelmovie.com/cgi-local/content.cgi?g=28>

The College of New Jersey
School of Education

Teacher Education Program Council (TEPC)

Minutes

April 21, 2010

227 Forcina Hall

1:30 p.m.

Present: H. Anthony, W. Behre, R. Coculo, R. Conjura, S. Donohue, A. Farrell,
D. Fleming, H. Galen, J. Goebel, S. Guerrini, K. Kosch, C. Liebars
N. Magee, M. Marino, N. Magee, E. Meixner, R. Palmer

Discussion:

1. Bill discussed the NCATE session on Standard 1 of the new system that he and Delsia Fleming attended in Louisville, KY. He is happy to report that NCATE is moving away from a strict compliance model and moving towards a continuance improvement model where our own questions can be defined based on their standards. Standard 1 in the new system gives a couple of writing prompts from which Bill created a template of four questions that can be written to when doing the annual data report.
2. Cathy Liebars presented (2) documents from the assessment committee and asked TEPC members for feedback.
3. The following subcommittees will present their findings at the next and last TEPC meeting of the semester on May 19: Assessment, Grading and Student Teaching.
4. Bill is contemplating a remediation committee to handle student complaints. This will be discussed in Fall 2010.

Note: For those of you who were unable to attend the meeting of April 21, I have attached the template referenced above in item #1, as well as the documents submitted by Cathy Liebars in item #2.

Next meeting - May 19, 2010