

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

Minutes
November 7, 2007

Present: B. Behre, K. Ewell, D. Frank, C. Gosselin, H. Galen, A. Farrell,
H. Anthony, S. O'Brien, K. Redler, S. Carrick, J. Osborne, D. Campbell,
E. Meixner, C. Liebars, E. Dunn, K. Redler

1. Announcements
2. TEPC Faculty were asked to review two documents for accuracy, clarity, and comprehensiveness, and to report their feedback by email by next week. The two documents:
 - a. Standard 2 – Department Program Transition Points
 - b. Standard 3 – Practicum and Clinical experiences
 - c. Program inventory
3. TEPC faculty were asked to consult their chairs and faculty instructors to develop a plan to collect student work samples.
4. Writing Intensive Courses discussion was continued.
5. Appeals Committee requested student input in pending grievance case. Undergrad SGA and graduate SGA representative agreed to serve.

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Minutes
October 17, 2007

1. Announcements
2. Writing Intensive Courses (Liebars)
 - a. Currently XXX-498 courses not recognized as writing intensive.
 - b. discussion ensued regarding the capstone courses qualifications as a writing intensive. Argument that lesson plan writing may meet the intensive writing requirement. Domain-specific writing should meet intensive writing requirement.
3. Advising Survey for OIR – Office of Institutional Research will be providing ongoing support for program review and institutional report data.
4. Dispositions and Grading – ongoing discussion regarding grading student teaching and how to dispositional assessments can influence final grades.
5. NCATE Site Visit – September 20, 2008 through September 25, 2008
6. Global Student Teaching
 - a. JPE rubric will be reviewed by global student teaching interview.
7. Urban Teaching Academy – Larry Fieber
 - a. Introduced Future Educators of America association
 - b. Invite faculty who may have an interest in urban education.
8. Transition Points – introduce gate processes that will evaluate, feedback, and inform at the key entry points. How do we sieve the students who are not fit to advance in the program.

The College of New Jersey
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Minutes
December 19, 2007

Present: B. Behre, K. Ewell, D. Frank, R. Conjura, H. Galen, E. Dunn, H. Anthony, C. Liebars, J. Goebel, E. Meixner, C. Gosselin, M. Paulsson, B. Bartoletti, F. Kolp, V. Edwards

1. Announcements
2. TEPC faculty received transition point tables from NCATE steering committee to complete final preparation for institutional report. Instructions and examples were provided.
3. Student Consent – a discussion ensued regarding the privacy of our students and the need to exhibit their work as teacher work samples. Faculty discussed whether a consent form should be disseminated or should the names be blacked out. A decision was made to black out candidates names on teacher work samples.
4. Dr. Behre identified the need for a committee to review student teaching policies and practices. Specifically, an ad hoc committee was formed and charged to discuss, explore and report recommendations for policies and procedures for candidates who can not complete their student teaching placements due to hardship circumstances, severe deficiencies, and/or incomplete assignments. Further, the committee will review policies for termination from teacher preparation program. The ad hoc committee was further charged to explore when IP (in-progress) grade was more appropriate than WD (withdraw).

The College of New Jersey
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Minutes
January 30, 2008

Present: D. Frank, K. Ewell, R. Conjura, J. Goebel, J. Osborn, M. Paulsson, A. Farrell,
S. O'Brien, B. Bartoletti, C. Gosselin, K. Redler, H. Galen, H. Anthony,
S. Carrick, D. Campbell

1. NCATE National Recognition Report status
 - a. Pending Reports: Phys Ed., English, CEC, and NAEYC
 - b. Recognized Reports: Tech Ed., Secondary Math and Spanish Teaching
 - c. Reports Recognized with Conditions: Math MAT, Secondary Science (undergrad) and Secondary Science MAT
 - d. Reports Recognized with Probation: Elem. Undergrad and Ed. Leadership
 - e. Reports needing Further Development: Elem. Special Ed. (5 year), Special Ed. Curriculum, Elem. MAT., Social Studies
2. First deadline for rejoinders is April 15, 2008; Second deadline in Fall 2008
3. Institutional Report status
 - a. Draft to be done by April 1st; final report to be done by June 2008.
 - b. Draft will go to editorial committee that needs to be gathered.
 - c. Student Work Products-Need student permission for original copies, and need to blackout any names that appear on the original.
 - d. Organize which faculty is collecting what and identify responsible faculty
4. NCATE assessment for Spring 2008
 - a. Important dates for SOCS-based assessments:
 - b. February 15 for rubrics to be posted
 - c. March 16 Midterms due
 - d. May 23 Finals due
5. Code change – Dr. Behre discussed the state's announcement of the change in state code certification for Elementary Education with subject matter specialization. State determined that Adolescent Psych not suitable for Elementary and Early Childhood age students.

The College of New Jersey
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Minutes
February 20, 2008

Present: B. Behre, D. Frank, K. Ewell, T. Dell'Angelo, A. Farrell, C. Liebars,
E. Meixner, J. Osborn, K. Redler, M. Taylor, H. Anthony, C. Gosselin,
S. Carrick, H. Galen

1. Announcements
2. Secondary Education Teachers Assn (SETA): Secondary Ed major proposal
 - a. Student leaders discussed rationale for proposing Sec Ed major:
 - i. To have designated advisors in School of Ed who would be more knowledgeable about course content, course sequence, and careers.
 - ii. To facilitate freshmen transition—become more connected to School of Ed in first year
 - iii. Builds connections and collaborations across disciplines
 - b. Questions, concerns, and issues raised:
 - i. Discussed proposal as 'dual major' vs. 'double major'
 - ii. Questions whether the content majors 'full' enough to be true major
 - iii. Discussed how would the liberal learning requirements be satisfied?
 - c. TEPC voted unanimously in favor of supporting SETA in their proposal for Sec Ed major.
3. Writing Requirements
 - a. Issue regarding intensive writing requirements was re-visited. Writing requirements in SOE problematic for ELST, ELAR, and ELMU.
 - b. Writing process must exercise an iterative writing process – a specific stated learning outcome of writing program
 - c. Bill Behre will convene the Chairs and Program Coordinators of EECE and EASE to identify courses suitable for intensive writing
4. Middle School Certification
 - a. Bill provided an update on the middle school certification issue mandated by the State and discuss course options currently under consideration (2nd quarter course or summer course).
 - b. EECE students impacted most. Students with full major (30 credits in content area) are not effected.
5. NCATE Updates
 - a. Review of graphic
 - i. The graphic (prism) was circulated amongst TEPC members.
 - ii. TEPC voted in favor of using the prism graphic for NCATE docs.
 - b. NCATE Data Request form circulated. Please forward requests to Deb Frank.
6. NJ Distinguished Student Teacher Award

- a. Nomination materials handed out. Three eligible awards this year compared to 6 last year. All nominees and dossiers should be submitted to Kevin E. by March 7 (day before Spring Break).

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Minutes
March 19, 2008

Attendance: B. Behre, K. Ewell, D. Frank, C. Gosselin, A. Farrell, G. Balog, F. Kolp, C. Liebars, E. Meixner, M. Paulsson, S. O'Brien, R. Conjura, D. Lagnese, S. Carrick, K. Redler

Absent: H. Galen (excused), J. Goebel (excused), H. Anthony (excused), M. Taylor (excused), J. Osborn, J. Gray, R. Conway, R. Bartoletti, V. Edwards, E. Dunn (resigned)

1. Announcements
2. Adolescent Psych Course – suspended at this time, unofficially. Elem/Early Ch. students will not need extra course for middle school cert/endorsement
3. Secondary Ed. Major proposal
 - a. Sent to other Deans for review
 - b. Recommendation: College needs to come up w/ language for majors that cross disciplines (i.e. African Am. Studies, WGS Studies, International Studies)
 - c. Language needed to discuss “dual major” clarification – HYBRID major
 - d. Cathy Liebars: Math Sec. Ed. Majors concerned because they don't want math program to be diluted
4. Art & Music have added course rigor (units) to the ELE and ECE component
5. Urban Ed. proposal going to curriculum committee and then to academic college committee and then Provost
6. Undergrads can go abroad to Mallorca to take 3-grad courses (approved by CAP) whereas the limit used to be 2-grad courses
7. Training Cooperative Teachers (Meixner): how can we provide mentoring and support for the teacher we charge to mentor and support our students
 - a. Students concerned that they're not getting the instruction she feels she needs
 - b. Discussion about revisiting this after NCATE
 - i. Suggestion: offer professional development hours during Summer
 - ii. Suggestion: online opportunities
 - c. Prof. raised the issue that coops. tend to have motivational issues: (require/demand compensation)

- d. Suggestion to offer course on Professional Mentorship for continuing education /professional development credits.
8. Masters Degree (on site): Piscataway school district / Montgomery school district
 - a. Course for mentorship
 - i. Prof. development hours
 - ii. 100 hours over 5 years
 - b. Bill Behre will formally charge subcommittee to examine *dispositions*. Committee will make recommendations regarding:
 - c. WD and IP grades for student teaching
 - d. Transition points (i.e. gate-keeping) for dispositional issues
 9. Writing Intensive courses: will re-visit after NCATE site visit
 10. EFN 299 declined from Liberal Learning Race & Ethnicity.
 - a. Bill will contact Bob Anderson
 - b. Bob Anderson believes it should be approved, but the committee voted it down. Bill will investigate.
 11. Students concerned about specialized options within MST majors. Rec. & Reg. confusing requirements / program planners
 12. Certification applications – contact Roberta Conjura. Kevin will forward to TEPC
 13. Midterm assessments should be done in SOCS by now

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Minutes
April 16, 2008

Attendance: B. Behre, K. Ewell, D. Frank, C. Gosselin, A. Farrell, G. Balog, F. Kolp,
C. Liebars, E. Meixner, J. Goebel, H. Anthony, M. Paulsson, S. O'Brien,
R. Conjura, D. Lagnese, S. Carrick, K. Redler

1. Announcements
2. New Jersey Distinguished Student Teacher Award nominees will be sent a letter of congratulations.
 - Carol Weindel – Deaf Ed / Mathematics
 - Ashley Reichelmann – Secondary English
 - Inga-Marie Hye – Special Education / History
3. Adolescent Psych Course – suspended at this time, unofficially. Elem/Early Ch. students will not need extra course for middle school cert/endorsement
4. NCATE Updates
 - a. NCATE Assessments Review (save the date: May 19, 2008)
 - b. NCATE Assessment Handbook
 - c. Rejoinders sent to SPAs/NCATE yesterday