

**Teacher Education Council (TEC)**  
**MEETING NOTES**  
**(Edited by S. Deemer)**  
**Wednesday 2/2/11**

1. Roll Call: Scott Warner, Tim Mahoney, Sharon Brusic, Chip Schaeffer, Thomas Neuville, Amelia Lopez, Philip Tacka, Bill Wolf, Sandra Deemer, Michael Wismer, Hsin-Yuan Chen, Joseph Labant  
Guest: Elba Rohena

*Notes taken by : Trish Salvadia*

2. Approval of Meeting Notes: December 1, 2010 minutes – Accept as read.
  - Move to approve by Chip Shaffer; 2<sup>nd</sup> by Bill Wolf; motion approved.

December 15, 2010 minutes – Add Tim Mahoney to Roll Call

- Move to approve by Sharon Brusic; 2<sup>nd</sup> by Bill Wolf; motion approved.
3. Report from the Chair: Sandra Deemer reported that TEC has a website in wiki format. Plans are to go live by February 17<sup>th</sup> session.
  4. Update on EDW Workshop Re-approvals: Chip Schaeffer reported that 5 EDW proposals were reviewed and reapproved.
  5. Course and Program Approvals:

Elba Rohena Presented two courses for review.

**SPED 411** – Formal Assessment; part of the Strand 1 Option (it is an APS course)

- The Portfolio is part of the 5 courses in the Bloc
- Include “field experience” in the description
- Is the title too long?
- Should read Professional Bloc I
- Add punctuation to description (see attached example from Scott Warner)

**SPED 321** - Offers students the opportunity to work with severe disabilities earlier in the process.

- Students would be out in the field as juniors.

- The course will allow students to use their own field experiences.
- Advertise the field opportunities in Foundations Bloc (Tim suggested the Philly experience would be a good fit)
- Helps students apply for Professional Bloc strand

**SPED 454** – *(Thomas Neville presented this course)*

- Revisions to the course description (see attached example from Scott Warner)
- Integrated field experience
- Tim Mahoney suggested “over-arching syllabus” for all Bloc courses so that the field experience portion looks the same. There should be shared expectations and experiences across the courses in the Bloc.

6. Old business/Voting:

**Approval of SPED 311** - Move to approve by Thomas Neville; 2<sup>nd</sup> by Amelia Lopez; Abstained, Philip Tacka; motion approved.

**Approval of DL conversion – EDW 638 & EDW 653**

- EDW 638 was previously approved in 2007 but originals could not be found
- Missing letter to participants; intended audience; 90 hours must be specified
- Discussed changing the titles of the EDW’s
- Go back to Adele for more work and information on these proposals.

**Admission to EC/Mid-Level Ed** - Move to approve by Philip Tacka; 2<sup>nd</sup> by Michael Wismer; motion approved.

**Changes to NURS 560** – Move to approve by Joseph Labant; 2<sup>nd</sup> by Chip Schaeffer; motion approved.

**Approval of School Nurse Certification Program** – Move to approve by Michael Wismer; 2<sup>nd</sup> by Tim Mahoney; motion approved.

7. **Discussion by Dean Bray** regarding NCTQ and Kate Walsh.

8. New Business: None

9. Adjournment: 5 pm

**Teacher Education Council (TEC) MEETING MINUTES**  
**3:30 pm, Wednesday, February 16, 2011**  
**Stayer Hall – Rm 402**

**1. Roll Call**

*Attending:* Jane Bray-DEAN SOE, Sandra Deemer EDFN (chair), Sharon Brusica ITEC, Katatzyna Jakubiak ENG, Joseph Labant ELED, Amelia Lopez PSYCH, Timothy Mahoney EDFN, Hsin-Yuan, SPED, Thomas Neuville SPED, Chip Schaeffer WSSD, Phillip Tacka MUSIC, Scott Warner ITEC, Michael Wismer MATH. William Wolf ART, Yuan Zhong, BIO

*Excused absence:* Christine Anthony ELED/ECH, Susanne Nimmrichter FORL, Anne Papalia-Berardi SPED (on leave), Tracey Weis HIST, Cyndi Stehli Dean's Office

**2. Approval of the meeting minutes**

2/2/11 meeting (postponed until 3/2/11 meeting)

**3. Report from the Chair –**

TEC website almost ready to go live-website will be live once we update relevant information and after review by Dean

**4. Update on EDW Workshop Re-approvals – Nanette Dietrich & Chip Schaeffer**

Continuing to work on re-approvals as they come in

**5. Course and Program Approvals**

SPED451: Individualized Educational Planning: Focus on Transition for Students with Multiple/Severe Disabilities (Strand 1) (*new course*)

Presentation by Dr. Thomas Neuville, SPED

Feedback included: Changing/shortening title

Including more information in the topical outline about assignments that are completed during the field experience

Deleting sentence on p. 4 about not having class during field experience

Editing objective 1 so idea is clearer

SPED 700 The Mentoring Teacher: Effective Strategies for Successful Mentoring: Competencies for Mentoring Student Teachers (*new course*)

Presentation by Dr. Thomas Neuville, SPED

Feedback included: Deleting double colon in title

Clarifying that course is for all types of cooperating teachers

Including more information about how assignments would be differentiated for different types of cooperating teachers (e.g., TWS vs. CIRQL project)

Editing objective to include informational and instructional technology

Shorten catalog description

Be consistent with language and use "teacher candidate"

**6. Old Business / Voting:**

SPED411: Formal and Informal Assessment and the Development of the IEP Program for Students in need of Pervasive and Intensive Supports, Dr. Cindy Ridley & Dr. Elba Rohena, Department of Special Education (*new course*)

Brusica Motion to Approve/Nueville second

All voted to approve

SPED321: Serving Individuals with Severe and Multiple Disabilities in Inclusive Settings, Dr. Cindy Ridley, Department of Special Education (*new course*)

Brusic Motion to Approve/Nueville second

All voted to approve

SPED454: Inclusionary Practices within the Least Restrictive Environment: Professional Bloc: Strand I and II, Dr. Anne Papalia-Berardi Department of Special Education (*new course*)

Wisner Motion to Approve/Labant second

All voted to approve

EDW638: Teaching Human Sexuality and HIV/AIDS in the Schools, Ms. Adele Ruzsak, Wellness & Sports Science (*Conversion of existing EDW to DL format*)

Much discussion about the process and content related to these proposals

Many voiced great concerns over whether content reflected current research and issues related to the topics in the EDWs

Dean Bray reminded us that approval for DL conversions related to appropriateness for DL delivery and not necessarily content (according to CBA)

Content is assessed at initial approval and reapproval of EDW

These EDWs are up for reapproval next year and will be assessed for content at that point

(continuing issue related to these EDWs is that reapproved version from 2007 cannot be found by department)

Concern related to DL conversion is that EDW does not specify 90 hour requirement for workload

Mahoney Motion to Vote/Wolf second

1 yes, 9 no, 2 abstain

EDW653: Teaching Health Issues and Concerns for Elementary and Middle School Age Children, Ms. Adele Ruzsak, Wellness & Sports Science (*Conversion of existing EDW to DL format*)

See comments related to EDW638

Tacka Motion to Vote/Wolf second

1 yes, 9 no, 2 abstain

**7. Policy and Information**

Dr. Jane Bray, Dean, School of Education

None at this time

**8. New Business**

None at this time

**9. Adjournment at 5:15pm**

**Meetings: Fall 2010-Spring 2011**

9/15/10, 10/6/10, 10/20/10, 11/3/10, 11/17/10, 12/1/10, 12/15/10 (if needed), 2/2/11, 2/16/11, 3/2/11, 3/16/11, 4/6/11, 4/20/11, 5/4/11

**Teacher Education Council (TEC)**  
**MEETING NOTES**  
**(Edited by S. Deemer)**  
**Wednesday 3/2/11**

1. Roll Call: Scott Warner, Tim Mahoney, Sharon Brusic, Chip Schaeffer, Thomas Neuville, Amelia Lopez, Bill Wolf, Sandra Deemer, Michael Wismer, Hsin-Yuan Chen, Joseph Labant, Lille West, Kasia Jakubiak, Yuan Zhong

*Notes taken by: Tim Mahoney*

2. Approval of Meeting Notes

2/2/11 minutes– Accept via email vote

- Move to approve by C. Schaeffer; 2<sup>nd</sup> by B. Wolf; motion approved.

2/16/11 minutes - S. Brusic noted that minutes do not reflect the depth of discussion regarding the EDW approval for EDW 638 and 653

Discussion ensued about the issue being the lack of pre-approved syllabi for the workshops.

M. Wismer discussed the controversy related to proposals are a red flag for re approval and that should be added to the minutes.

- Move to approve by T. Mahoney; 2<sup>nd</sup> by Scott Warner; motion approved (1 abstention)

3. Report from the Chair: S. Deemer reported that TEC website still under review

S. Brusic and S. Deemer discussed the CAE Session related to TEC. Much information was gained from that session about the role of graduate studies in the marketing of workshops.

4. Update on EDW Workshop Re-approvals: C. Schaeffer reported that very few proposals reviewed and reapproved at this time.

5. Course and Program Approvals:

**EDSE 340: Content Area Literacy for Diverse Classrooms, Tim Mahoney, EDEN Tabled until 3/16**

**ENGL460: Teaching ESL Listening and Speaking, Yufeng Zhang, ENG (new course) Proposal discussed at this meeting; however, later found out that TEC does not need to approve at this point.**

Introduced course as additional course for ESL and Linguistics options in ENGL department

S. Brusic asked how this course will overlap with existing ENG464. ENG460 will be more focused on oral speaking and listening.

T. Neville asked about the ESL/ELL distinction. Response that they are essentially the same thing

T. Neville made the following suggestions:

- Number objectives
- Take name off syllabus
- Questions whether course is rigorous enough for 400 level course.
- Response is that a practical consideration was made to not assign more writing in the course
- Others discussed the idea of rigor, instead of quantity, think about the quality – and a higher standard for assessment.

H. Chen asked for clarification on class observation – how will this work? Response is that the class observation will focus more on speaking and listening.

Much discussion ensued about placements in public schools – clearance issues, role of field service office

Suggestion made to incorporate technology tools to assist in speaking and listening –

Discussion continued about distinction about how linguistic option in English is focused on language acquisition theory and ESL option related to needs of BSE students. Others are more interested in international focus /translation.

Several members suggested that the enrollment of 35 students seems a low number; more people should be able to take this.

L. West noticed that ELED majors were listed as possible audience, but ELED have no electives. Not a real audience.

This would have to be approved by ELED dept. to be listed as a possible course for ERCH and MDLV

A. Lopez suggested this proposal should be shared with Himmeles and have a possible title change because it is misleading people who may believe this would be part of an ESL teaching certificate.

**SPED453: Reflective Practices: Working with Diverse Families of Students with Disabilities (Strands I and II), Thomas Neville, SPED**

S. Deemer asked for clarification on objective 7.  
PDE competences need to be added to syllabus.

6. Old Business/Voting

SPED451: Individualized Educational Planning: Focus on Transition for Students with Multiple/Severe Disabilities (Strand 1), Thomas Neuville (*new course*)  
Move to approve by T. Mahoney; 2<sup>nd</sup> by S. Brusic; motion approved. All voted yes.

EDCI700 The Mentoring Teacher: Effective Strategies for Successful Mentoring;, Thomas Neuville (*new course*)  
Move to approve by T. Mahoney; 2<sup>nd</sup> by A. Lopez; motion approved. All voted yes.

EDW638: Teaching Human Sexuality and HIV/AIDS in the Schools, Ms. Adele Ruzak, Wellness & Sports Science (*Conversion of existing EDW to DL format*)

Much discussion occurred prior to vote.

S. Brusic indicated that she had located old syllabi.

S. Deemer reminded everyone that we have to vote on the current documents that are before us and not consider the old syllabi.

Move to approve by T. Neuville, 2<sup>nd</sup> by S. Warner; motion approved.

M. Wismer suggested adding friendly amendment that the continuance of DL approval is contingent upon the re-approval of the workshop in 2012 as a part of the normal workshop re-approval process.

Vote taken 6 yes, 0 opposed, 4 abstained.

EDW653: Teaching Health Issues and Concerns for Elementary and Middle School Age Children, Ms. Adele Ruzak, Wellness & Sports Science (*Conversion of existing EDW to DL format*)

Move to approve by S. Warner, 2<sup>nd</sup> by L. West; motion approved.

M. Wismer suggested adding friendly amendment that the continuance of DL approval is contingent upon the re-approval of the workshop in 2012 as a part of the normal workshop re-approval process.

Vote taken 7 yes, 0 opposed, 3 abstained.

7. Policy and Information – None at this time.

8. New business

S. Deemer handed out EDW checklist. Discussion will follow at next meeting.

## Teacher Education Council (TEC)

### MEETING NOTES

Wednesday, March 16, 2011, 3:30 p.m.  
Stayer Hall – Rm 402

1. Roll Call.

Sandra Deemer, EDFN (Chair); Jane Bray, Dean, SOE; Chris Anthony, ELED; Sharon Brusic, ITEC; Joseph Labant, ELED; Amelia Lopez, PSYC; Timothy Mahoney, EDFN; Thomas Neuville, SPED; Anne Papalia-Berardi, SPED; Scott Warner, ITEC; Michael Wismer, MATH; William Wolf, ART; Yuan Zhong, BIOL.

Excused: Susanne Nimmrichter, FORL; Chip Schaeffer, WSSD; Philip Tacka, MUSI; Tracey Weis, HIST.

2. Approval of Meeting Notes: March 2, 2011

3. Report from the Chair.

Re redesign of TEC web site: Goal to go live by end of Spring Semester 2011.

4. Update on EDW Workshop Re-Approvals: Nanette Marcum-Dietrich, Chip Schaeffer. No activity.

5. Course and Program Approvals.

**EDSE340: Content Area Literacy for Diverse Classrooms**, Tim Mahoney, EDFN (*new course*).

*Requested edit:*

- Include appropriate UCPRC forms with proposal. Referred to Faculty Senate homepage for forms.
- Represent the collaborative teaching model that will be used in this course in appropriate places within the proposal.
- Edit catalog description to include reflective nature of course.
- Edit objective 2 so that it is clear that the focus is on students in secondary settings.
- Add objective that focuses on the distinction between ELL students and students with special needs (e.g., compare and contrast the needs of students with special needs versus ELL.)
- Add objective related to the reflective aspect of the Tool Kit assignment.
- Change “required texts” to “recommended texts at discretion of instructor.”
- Edit grading scale on page 9 to reflect complete listing of grade options.
- Include information about MU dispositions.
- Make appropriate copy edits suggested by TEC members.

6. Old Business / Voting:

**ENGL460: Teaching ESL Listening and Speaking**, Yufeng Zhang, ENG (*new course*).

Note: NO vote required by TEC, i.e., TEC does not need to approve at this point.

**SPED453: Reflective Practices: Working with Diverse Families of Students with Disabilities (Strands I and II)**, Thomas Neuville, SPED (*new course*).

- Note: No discussion.
  - Motion presented to accept proposal:  
Motion: Tim Mahoney  
Second: Sharon Brusic  
Approved: Aye/Unanimous
7. Policy and Information, Dr. Jane Bray, Dean, Dean, School of Education.  
Note: Defer to chair/committee discussion of workshop checklist.
  8. New Business. Discussion of Workshop Proposal Guidelines (Draft, 4/5/11), i.e., checklist and approval/re-approval requirements.
  9. Adjournment: 4:45 p.m.

**Meetings: Fall 2010, Spring 2011**

Spring: 4/6/11, 4/20/11, 5/4/11

Respectfully submitted,  
Cyndi Stehli  
April 2010

**Teacher Education Council (TEC) Meeting Minutes**  
**3:30 pm, Wednesday, April 6, 2011**  
**Stayer Hall – Rm 402**

**1. Roll Call**

*Attending:* Sandra Deemer EDFN (chair), Katatzyna Jakubiak ENG, Joseph Labant ELED (*late-excused*), Amelia Lopez PSYCH, Timothy Mahoney EDFN, Hsin-Yuan Chen, SPED, Thomas Neuville SPED, Chip Schaeffer WSSD, Phillip Tacka MUSIC, Scott Warner ITEC, Michael Wismer MATH, William Wolf ART,

*Guests Attending:* Perside Himmele ELED, Judy Weinrich ELED, John Ward EDFN, Doyin Coker-Kolo Dean's Office

*Excused Absence:* Jane Bray DEAN SOE, Sharon Brusic ITEC, Susanne Nimmrichter FORL, Anne Papalia-Berardi SPED, Tracey Weis HIST, Lille West ELED/ECH (alternate for Marcia Nell), Yuan Zhong BIO, Cyndi Stehli Dean's Office

**2. Approval of the meeting minutes**

3/16/11 minutes discussion and approval *postponed until next meeting*

**3. Report from the Chair**

TEC website almost ready to go live/need to meet with Dean Bray  
Website will be available by end of semester

**4. Update on EDW Workshop Re-approvals – Nanette Dietrich & Chip Schaeffer**

No new information at this time

**5. Course and Program Approvals**

Adolescent Substance Abuse (*new workshop*), Jeff Wimer, Wellness and Sports Science  
Feedback included: Revise objectives where appropriate to include higher levels of learning outcomes  
Possibly offer as course or part of institute at later date

Judy Weinrich reminded all of us that we need to consider implications of budget cuts in public education as we design and offer new EDW → will districts reimburse teachers for them?

SPED441 Effective Instruction for Students with Disabilities: Supports for Specialized Curriculum (Strand 1) (*new course*), Cindy Ridley, Special Education

Feedback included: Edit two typos in the proposal.  
Add PDE competencies at end of document.

SPED452 Individualized Educational Planning: Focus on Transition for Students with Mild to Moderate Disabilities (Strand II) (*new course*), Thomas Neuville, Special Education

Feedback included: Clarify objective 6 so that your focus on post secondary planning is evident.  
If possible, integrate use of the SAS assessment system into the proposal in meaningful ways.  
Make sure that all acronyms are defined.  
Hyphenate research-based when used in the proposal

**6. Old Business / Voting:**

EDSE340: Content Area Literacy for Diverse Classrooms, Tim Mahoney, EDFN (*new course*)  
Much discussion ensued about this course and its focus on special education and English language learners

Persida Himmele raised concerns about whether the information on ELL was emphasized as strongly as that focused on students with special needs.

Tim Mahoney ensured that the focus on ELL was evident and would not be downgraded when the course was offered.

A title change was suggested but then deemed not needed by the proposer and TEC members.

Persida Himmele, Judy Weinrich, and John Ward discussed the need to collaborate across departments as this was organized and taught.

Judy Weinrich reminded all of the "gentleman's agreement" that was articulated regarding the collaborative nature of this course and that all qualified faculty from ELED, SPED, and EDFN should be allowed to teach this course.

Nueville Motion to Vote/Warner second

9 yes, 0 no, 3 abstain

**7. Policy and Information**

Dr. Coker Kolo discussed the importance of the Standards Aligned System (SAS) at the state level and the need for Millersville faculty to represent in their courses

**8. New Business**

Updated EDW checklist was distributed → all feedback should be shared with Sandy Deemer via email  
Template for EDW proposal will be created once we finalize this checklist

Sandy Deemer reminded all that a replacement for her will be needed during her sabbatical in fall 2011

Sandy Deemer reminded all of the importance of TEC representation in new curriculum process

Doyin Coker-Kolo reminded TEC that our curriculum committee is required by NCATE

**9. Adjournment**

**Meetings: Fall 2010-Spring 2011**

9/15/10, 10/6/10, 10/20/10, 11/3/10, 11/17/10, 12/1/10, 12/15/10 (if needed), 2/2/11, 2/16/11, 3/2/11, 3/16/11, 4/6/11, 4/20/11, 5/4/11

## Teacher Education Council (TEC)

### MEETING NOTES

Wednesday, April 20, 2011, 3:30 p.m.  
Stayer Hall – Rm 402

1. Roll Call.

Sandra Deemer, EDFN (Chair); Doyin Coker-Kolo, Associate Dean, SOE; Sharon Brusic, ITEC; Katatzyna Jakubiak, ENGL; Joseph Labant, ELED; Timothy Mahoney, EDFN; Thomas Neuville, SPED; Anne Papalia-Berardi, SPED; Chip Schaeffer, WSSD; Mark Snyder, ITEC; Philip Tacka, MUSI; Lillie West, ELED (Alternate for Marcia Nell); Michael Wismer, MATH; William Wolf, ART; Yuan Zhong, BIOL.

Excused: Susanne Nimmrichter, FORL; Scott Warner, ITEC; Marcia Nell, ELED.

2. Approval of Meeting Notes: March 16, 2011; April 6, 2011.

3. Report from the Chair.

Re redesign of TEC web site: Goal to go live by end of Spring Semester 2011.

To include: Department representatives; schedule of meetings; forms; sample proposals/checklist template.

4. Update on EDW Workshop Re-Approvals: Nanette Marcum-Dietrich, Chip Schaeffer. No activity. Note: Ad Hoc Committee to announce re-approvals @ TEC meetings for purpose of providing record of approval. Signed original to be maintained by SOE Dean's Office.

5. Course and Program Approvals.

**MDLV456 Teaching of Mathematics** (new course), Kimberly Heilshorn, Elementary and Early Childhood

*Requested edit:*

Re intended majors: The first sentence under projected enrollment of the MDLV 456 reads "dual majors." There are no dual majors in the middle level program. "Dual" should be removed.

**ERCH455 Teaching of Mathematics** (new course), Kimberly Heilshorn, Elementary and Early Childhood

*Requested edit:*

- Re projected enrollment: First line should read "As a required course for the PK-4 and Special Education PK-8/PK-4 certifications, it be taken by all Early Childhood Education and dual Special Education PK-8/PK-4 majors."
- Re 2<sup>nd</sup> sentence of #5, Appropriateness of proposed title, number and credit hours should reflect this same language: "focuses on pedagogical strategies appropriate for PK-4 and Special Education PK-8/PK-4 certifications."

*Requested edit, applicable to MDLV 456 & ERCH455:*

- Re covers sheets/document: Edit cover sheets and all relevant documents in proposal to reflect new titles.
- Re objective 6: Edit to include "to the needs of all children."
- Re objectives 2 and 5: Expand.
- Re higher level objectives as represented by Bloom's taxonomy: Edit to include where appropriate.

- Re Assessments: Include a section where you describe each assessment.
- Re PSSA: Edit reference to PSSA on page 1.
- Re Course Outline: Add information under course outline referring to the discussion of gender difference, attitudes toward math, etc.
- Re Objectives: Add objective related to evaluation of dispositions.
- Re Objectives: Make sure that objectives for each course are specific to middle level or PK-4.
- Re intended audience: Language needs to be clear that the dual majors are in the Early Childhood math course ERCH 455 but not in MDLV 456.

6. Old Business / Voting:

**EDWXXX Adolescent Substance Abuse** (*new workshop*), Jeff Wimer, Wellness and Sports Science.

- Note: No discussion.
- Motion presented to accept proposal:  
Motion: Michael Wismer  
Second: Chip Schaeffer  
Approved: Aye/Unanimous

**SPED441 Effective Instruction for Students with Disabilities: Supports for Specialized Curriculum (Strand 1)** (*new course*), Cindy Ridley, Special Education

- Note: Dependent upon recommended minor edits.
- Motion presented to accept proposal:  
Motion: Chip Schaeffer  
Second: Phil Tacka  
Approved: Aye/Unanimous

**SPED452 Individualized Educational Planning: Focus on Transition for Students with Mild to Moderate Disabilities (Strand II)** (*new course*), Thomas Neuville, Special Education

- Note: No discussion.
- Motion presented to accept proposal:  
Motion: Anne Papalia-Berardi  
Second: Phil Tacka  
Approved: Aye/Unanimous

7. Policy and Information, Dr. Doyin Coker-Kolo, Associate Dean, School of Education.

Re NCATE:

- SPA reports are due 3/15/2012 (i.e., 18 months in advance)
- Site visit: Fall 2013

8. New Business. Discussion of Workshop Proposal Guidelines (Draft, 4/5/11), i.e., checklist and approval/re-approval requirements.

9. Adjournment: 4:45 p.m.

**Meetings, Fall 2010, Spring 2011: 5/4/11**

Respectfully submitted,  
Cyndi Stehli  
April 2010

**Teacher Education Council (TEC)  
MEETING NOTES**

**Wednesday, May 4, 3:30 p.m.  
Stayer Hall – Rm 402**

1. **Roll Call.**

Jane Bray, Associate Provost and Dean, SOE; Sandra Deemer, EDFN (Chair); Sharon Brusica, ITEC; Katatzyna Jakubiak, ENGL; Joseph Labant, ELED; Amelia Lopez, PSYC; Timothy Mahoney, EDFN; Thomas Neuville, SPED; Anne Papalia-Berardi, SPED; Scott Warner, ITEC; Tracey Weis, HIST; Lillie West, ELED/ECH (alternate for Marcia Nell); Michael Wismer, MATH

*Excused:* Susanne Nimmrichter, FORL; Chip Schaeffer, WSSD; Philip Tacka, MUSI; William Wolf, ART; Yuan Zhong, BIOL

2. **Approval of Meeting Notes:** April 20, 2011.

3. **Report from the Chair.**

Confirmation of Tim Mahoney as Acting Chair, TEC, Fall 2011, during sabbatical absence of Sandra Deemer.

4. **Update on EDW Workshop Re-Approvals:** Nanette Marcum-Dietrich, Chip Schaeffer. No activity.

Note: Ad Hoc Committee to announce re-approvals @ TEC meetings for purpose of providing record of approval. Signed original to be maintained by SOE Dean's Office.

5. **Course and Program Approvals.**

**ERCH422 Teaching of Literacy, PK-4: Processes, Skills and Strategies** (new course), Donna H. Topping, Sandra J. Hoffman, Jennifer W. Shettel, Elementary and Early Childhood Education

*Requested edit:*

- General education cover sheets will be needed when you move the proposal to UCPRC.
- Remove references to PSSA throughout the proposal.
- On page 1, add "and students" to the primary orientation section.
- On page 1, add reference to dual majors who will take this course. Note:Lillie West has specific wording to be used.
- Differentiate course objectives for this course and MDLV425.
- Change required texts to "recommended" on page 8.
- Mention PEU dispositions in the proposal.
- Correct typographical error on page 8 in the title of book.
- Include a short description of the assessments for the course.
- Consider adding an explanation of how the field experience will be assessed.

*Consultation with the Dean resulted in a decision that the assessment of the field experience is a departmental decision and a specific assessment must be articulated only if the field experience is listed as one of the course objectives*

**MDLV425 Teaching of Literacy, 4-8: Processes, Skills and Strategies** (new course), Donna H. Topping, Sandra J. Hoffman, Jennifer W. Shettel, Elementary and Early Childhood Education

Note: Requested edit, same as ERCH422 (see above)

**HIST105 Craft of History** (revisions to course), Dr. Erin Shelor, History

*Requested edit:*

- Remove faculty name from syllabus.
- Change required text to recommended text.
- Add catalog description before course description on the proposal.

**SPED341 Early Intervention to Kindergarten: Integrating Curriculum** (new course), Dr. Ojoma Edeh Herr, Special Education

*Requested edit:*

- Insert appropriate credit hours on cover sheet.
- Change grading scale on cover sheet to A-F.
- Second page/document (general education curriculum application) is not correct one for this course.
- Edit course description and objectives to infuse elements of the curriculum that students will be learning about in the course.
- Add page numbers to proposal.
- Emphasize cultural considerations more in objectives.
- Assign value to assignments. Articulate how much they are worth.
- Add the word "holistic" in the assessment information where you describe ecological analysis assignment.

- Change use of word “lecture” in table to “participation.”
- Consider adding an explanation of how the field experience will be assessed.  
*Consultation with the Dean resulted in a decision that the assessment of the field experience is a departmental decision and a specific assessment must be articulated only if the field experience is listed as one of the course objectives.*

**SPED412 Formal Assessment for Students with Mild and Moderate Disabilities** (new course), Dr. Ojoma Edeh Herr, Spec Education

*Requested edit:*

- Note: Same as SPED341: 1, 2, 5, 6, 7, 9 (see above)
- Expand the outline for the course content.

**EDWXXX Lighting for Stage and Studio** (new workshop), Victor Capece, Communication and Theatre

*Requested edit:*

- Clarify the audience for the workshop throughout the proposal.
- Strengthen rationale for the proposal. Articulate why it is beneficial for all types of teachers.
- Check on duplication with other workshops in both English and Art departments.
- Remove the General education application page. It is not needed.
- Avoid overuse of the work “understand” in objectives.
- School of education conceptual framework should be added.
- Create a table where you align objectives with assessments.

6. **Old Business / Voting:**

**MDLV456 Teaching Middle Level Mathematics** (new course), Kimberly Heilshorn, Elementary and Early Childhood

- Note: Cover sheet needs to be edited for revised title.
- Motion presented to accept proposal:  
Motion: Thomas Neuville                      Approved: Aye/Unanimous  
Second: Sharon Brusic

**ERCH455 Teaching Mathematics to Young Children** (new course), Kimberly Heilshorn, Elementary and Early Childhood

*Requested edit:*

- Note: Cover sheet needs to be edited for revised title.
- Motion presented to accept proposal:  
Motion: Michael Wismer                      Approved: Aye/Unanimous  
Second: Sharon Brusic

7. **Policy and Information**, Jane Bray, Associate Provost and Dean, School of Education.

- Announcement: Open invitation to PEU to join Planning Committee for Education Nation, 5/16/11, SH Conf Rm 116A.  
Note: Week-long events to address different aspects of teaching from a local perspective (vs. national event).
- SPA reports are due 3/15/2012 (i.e., 18 months in advance) (per NCATE conference call)
- Clarification re Secondary Education Chapter 49-2:
  - o All fully approved through entire curriculum process. o All also approved by GERC
  - o All also have support letters. o More information will be going out to departments.
- Reference to PA legislation which will have significant impact on MU and need to stay abreast of issues. Noteworthy: 1. Professional development in moratorium for 2 yrs with potential modifications presented; 2. Master’s degree delinking from pay scale; 3. Re National Council for Teaching Quality (NCTQ). Implications: Entire PASSHE not participating in study; study continuing; “right to know” law.
- NCATE Site visit: Fall 2013

8. **New Business.** Discussion of Workshop Proposal Guidelines (Draft, 4/5/11), i.e., checklist and approval/re-approval requirements. [Note: To be discussed next meeting.]

9. **Adjournment:** 5 p.m.

Respectfully submitted,  
Cyndi Stehli, September 2011