Meeting Convened at 11:32 a.m.

Present: Melina Alexander, Cuauhtemoc Carboni, LaRae Larkin, Greg Lewis, Jack Mayhew, Tom Mathews, Louise Moulding, Michelle Nimer, Matt Ondrus, Jack Rasmussen, Allyson Saunders, Amanda Sowerby, K. Stevenson

Excused: Amanda Pace, Sharon Ohlhorst, Julie Rich.

Chaired by: Jack Rasmussen  
Recorded by: Michelle Nimer

1) The November 18, 2009 minutes were unanimously approved.

Discussion Items

2) Foreign Language student teaching evaluations – Tom Mathews
   - At the last accreditation round for ACTFL in 2005, the foreign language department had difficulty providing data required by the national organization and to provide information about the program for faculty information. During the following years UCTE had several discussions about program data collection and revisiting various program forms, but nothing was ever done. With the information last year that the secondary professional core was moving to the Utah Professional Teaching Standards, the department created a content specific student teacher evaluation form which they have begun piloting. Tom shared the form with the group and explained the rating system and the alignment with UPTS.
   - Louise shared that the education program is working on new student teacher forms which will also align with UPTS and will be piloted in the fall. The rating scale will also be changed to match the USOE rubrics and show that students are at the beginning teacher level for the state office.
   - The resulting discussion centered around issues that needed to be addressed with new forms:
     - Content information needs to be collected in addition to pedagogical.
     - Need descriptions and rating scales that have enough variance to provide meaningful data. Rubrics need to be included to help ratings.
     - Supervisors and Collaborating teachers need to be training on the forms and rubrics.
     - Need a cut off requirement for credit of student teaching, no consistency in the past.
     - Electronic access- students have to create a self managed career placement file, they need their evaluations in an electronic format.
     - Data collection and reporting will be issues for our next accreditation round with our current system.
• It was decided that a larger group needs to be formed with representation from each program area to look at not only the student teaching evaluations, but evaluation across the teacher education program and what can and should be collected to provide all areas with better program data to be used to make program decisions.
• It was also decided that those who would like to begin working on a template for content area student teaching evaluations and a common rating system for all evaluations would meet in April and over the summer to complete this process and have forms ready to share and pilot in the fall. Michelle would coordinate getting everyone interested together.

3) Feedback from Ogden City School HR – Greg Lewis
• Greg shared data that OCSD has gathered over the past year from interviewing WSU students for teaching positions. The data related how our students articulate information during the interview process.
• Several reasons for the results were discussed and ways to improve our candidates interview skills.
  ○ Could be terminology issues
  ○ Some of the things our students are not required to articulate in a face to face setting
  ○ We should work on mock interviews and add this field of questions to the career services list.
• Michelle will send out the list to Dick Lambert in career services.

4) TEAC updates – Michelle Nimer
• Handouts from the TEAC annual meeting and information about three proposals were given to the members.
• Weber State is hosting a TEAC workshop in Salt Lake on April 14-15.

Next Meeting September 2010