COMMITTEE ON INITIAL TEACHER CERTIFICATION
Minutes of the November 15, 2013, Meeting
Approved


CAPCE Voting Members Present: C. Malecki, M. Shafer


Ex Officio Members Present: H. Brantley, T. McCann, C. Zack

Student Representatives Present: None

Interested Parties: B. Amberg, C. Donohue, J. Doyle, M. Gerken, L. Hecht, A. Hein, P. Hsu, M. Myles, G. Schumacher, D. Smith, K. Woodworth-Roman

The meeting was called to order by CITC chair Penrod.

Approval of Agenda. A motion was made and seconded to APPROVE THE AGENDA FOR THE NOVEMBER 15, 2013, CITC/CAPCE MEETING. Motion passed unanimously.

Approval of CITC/CAPCE minutes for the October 18, 2013, meeting. Eads made a motion, seconded by Montgomery, TO APPROVE THE MINUTES FROM THE OCTOBER 18, 2013 CITC/CAPCE MEETING. Motion passed unanimously.

Reports

CAPCE--C. Malecki. Malecki stated that there was nothing to report, but CAPCE members will meet after this meeting to discuss what they think about the joint meetings, other options, what it should look like, etc.

University Office of Teacher Certification--J. Parker. Parker reported that she sent out weekly update. There will be a workshop on the EdTPA (Teacher Performance Assessment) workshop on October 22 and a program on bullying on October 23. The UOELP will try to have up-to-date information on what EdTPA programs need to do. There is a table being developed for the UOELP website with contact information for the programs. Programs were encouraged to review and to send in updates if there is missing or incorrect contact information. It was reported that 1859 tuition waiver credits were processed. Parker asked programs to remind their students that they cannot contact schools directly. These requests have to go through the instructor of record. There was a comment from the floor that one of the districts they are working with is asking that students contact them directly. Parker asked that she be sent the name of that school district. Discussion followed regarding the scenarios when students need to be in the schools, e.g., clinical, and do they need a Criminal Background Check
(CBC) for their early clinical. It was noted that if students are in the schools for 20 hours or less no CBC is needed, or if NIU students aren’t dealing with students. There was a question about when the reimbursements from the CBCs will be in effect, and Parker said that the goal is to get those out to colleges by end of semester. It was clarified that the CBC policies are also posted in Blackboard. Parker reported that she, Patch, and Zack did licensure training and all the PowerPoint presentations are online. Montgomery asked about the status of the middle school degree. Parker reported that work is being done to put together a middle grades licensure effective February 1, 2018, as required by state law. The last discussion was that students who graduate after spring 2017 will need to be in the new program. There was discussion regarding when NIU’s program will be effective and what happens to students who are in the current program. Myles said that she is trying to do orientation for spring and could really use answers regarding this program. Parker said she is meeting with deans at other institutions to discuss policies they’ve put into place. She added that the smaller institutions aren’t running parallel programs (current and new) and she is waiting for clarification from the state. McCann said it would be helpful if Werderich could provide CITC/CAPCE with a status report.

Assessment/CAEP Update--C. Zack.
Annual Reports for ISBE. Zack reported that the deadline is coming up and she has been spending time getting everything submitted by November 30. If there is additional information needed, she will follow up with those programs. She has incorporated requirements from the ISBE in the reporting process and she noted that most programs have responded to those new items. She asked for patience during these times when the requirements and processes are changing. Parker thanked programs for completing the IPTS (Illinois Professional Teaching Standards) matrices. She asked programs to update the course designators and numbers as requested.

Committee on Policy and Procedures--W. Penrod
TAP (Test of Academic Proficiency) Policy. Penrod reported that in light PA 098-0361, there is a recommendation to keep the current provision, that students must pass the TAP before full admittance to a program. This is earlier than what is required by the act, which is that students must pass the semester before student teaching. Programs may still offer provisional admissions. It was discussed that NIU’s current policy is reasonable. A brief discussion followed regarding provisional admissions. Myles asked what are other state universities doing and Parker responded that at least 12 other state institutions are leaving it as an admission criteria. It was suggested that the decision to keep the policy as is be communicated with programs so there is no misunderstanding when the act goes into effect. Malecki said she would like to check with the advanced programs to get their feedback. Students enter those programs at a different point in their course work than do undergraduate students; a lot of them are already licensed. Parker asked if CITC/CAPCE would like to have something in writing to vote on. Myles responded that it would be helpful to have something that says where CITC/CAPCE is at regarding any policy. It was decided that it be noted in the minutes that CITC/CAPCE discussed this and affirmed that the current policy stay in force. Parker will send out communication that the policy on when the TAP is required will not change even though the law will. It was clarified that this is for initial licensure. Malecki said that the advanced programs have made it work with the current policy, so if the advanced programs feel the need to change things, they will bring it to another meeting.

Curriculum and Accreditation Committee--T. McCann. McCann reported that the committee met and began the process of reviewing responses to red flags from the State Educator Preparation Licensure Board (SEPLB). This review process is part of an agreement between J.D. Bowers and SEPLB, that a separate committee would look at those reports. McCann said that the process is not a matter of finding fault, but it’s a process to establish consistency among NIU’s reports and to try to avoid red flags in the future. The committee also took up topic of preparedness for ELLS (English Language Learners). He reported that Cohen and Dunn-Kenney had been collecting data on how the topic was being addressed in the different programs and McCann asked them if they could share the outcomes. Cohen reported that he found out that all students are taking a class in ELLs, so there was nothing
more to report. McCann also reported that the Curriculum and Accreditation Committee will be reviewing the proposal on the middle grades program when that is in its final stages.

Research and Assessment Committee--H. Brantley.
Alignment and Utilization of Danielson Model. Brantley noted that a draft of a proposal from the Research and Assessment Committee was sent to CITC/CAPCE. The proposal includes a request for $7,000 dollars for professional development of five of the Danielson modules. Penrod said that CITC/CAPCE needs to determine if this is what should be done to move forward with the Danielson model and, if so, where should CITC/CAPCE look for the funding to implement the proposal. Brantley explained that the Danielson model carries five modules that are being utilized across the state. In classes, students are asking for information on the Danielson modules. If purchased, the modules would in a central location, accessible to all of the programs to use among staff and students. Each module costs $1000 and includes training and supplemental materials. The remainder of the funding request in the committee’s proposal would got to professional development protocol, portfolio activities, and program research reports. Parker asked if each module was just for one person or would there be multiple access to the modules. Brantley said that it’s a one-time training, but there is multiple access to the modules, and the training includes instruction on how to use each module. Individuals who go through the training could then train others. Penrod asked how this aligns with EdTPA and Boisen responded that it aligns well. Suggestions for funding included a Research and Artistry grant, which can provide up to $15,000 in funds: a grant from the P-20 Center; or funding from the Foundation. Doebler said that she received this Danielson training and confirmed that she was then able to train others. She also was able to write an evaluation system based on the model. Doebler also confirmed that the Danielson model aligns well with EdTPA. It was discussed that CITC/CAPCE could come up with suggestions for funding. Penrod thanked Brantley for the proposal and said that he supports her efforts.

Student Teacher Orientation Meeting Committee--J. Cooke-Plagwitz
Spring Student Teacher Orientation, January 10, 2014. Patch reported that the planning is going well and speakers are being finalized. Parker reported that she has been asked by a doctoral student from Olivet Nazarene University about doing a brief presentation to the students. The student is looking for volunteers for her study on the student teacher/cooperating teacher/university relationship. She has gone through Institution Review Board (IRB) and has received permission to ask our students if they would like to participate. Her proposal had gone through all the proper channels. Parker has given her the last three minutes of the orientation to introduce her research and solicit volunteers.

Ad Hoc Committees

Conceptual Framework Committee--C. Zack. Zack reported that the committee met electronically and reviewed the most recent version of the conceptual framework and has decided not to recommend any changes this year.

Technology Committee--K. Maley. No report.


EdTPA Working Group--J. Boisen.
EdTPA Conference Report. Boisen reported that she sent out the notes from an EdTPA conference. She reported that states will be able to set their pass scores between 39 and 42. A range was provided to allow for some leniency for the states that are just getting started. She said that anyone with questions can contact her. She said the conference was extremely helpful and she learned a lot. She added that Chris Koch, Illinois State Board of Education (ISBE) superintendent, was at this conference and he mentioned that he was proud that Illinois had high expectations with the TAP and the state would have similar expectations with the EdTPA. She said that Koch told her the ISBE
would probably set the pass score closer to 42. Parker asked when that would be effective and Boisen responded that she was told it would be the first of the year. McCann thanked Boisen for her work on EdTPA. Boisen was asked if Koch would take comments and she responded that she asked him about this and he said he would not use a committee for this. Parker said that if this goes through legislation there has to be a 45-day window for feedback. Boisen then talked about the scores for each rubric/task and this could also be set by the state. Discussion followed to clarify some of the specifics with EdTPA and data that may or may not have been collected so far.

Induction and Mentoring Working Group--B. Wilkins (Alternate M. Dunn-Kenney). Parker reported that the committee met this week. They sent out an e-mail looking for program completers to send NIU their contact information when they get a job. There is a mentoring and induction conference in February and there will be NIU representatives attending. The committee will be working on different activities to inform about mentoring and induction; it isn’t something that automatically happens.

Unfinished Business

There was no new business.

New Business

Montgomery made a motion, seconded by Maley, THAT THE DECEMBER MEETING BE CANCELED. Parker said that a decision needs to be made on the middle grades program. It was decided to send a survey monkey out regarding whether or not students in current programs would be forced into the new program. However, by 2017, all students must be in new program. Montgomery amended the motion, seconded by Maley, to include THAT A SURVEY BE CONDUCTED REGARDING THE MIDDLE SCHOOL PROGRAM. Motion passed unanimously.

Announcements
Invitation to join EdCamp. Parker reported that EdCamp will be held during the week of April 9, at DeKalb High School. More information to follow.

Penrod announced that CACPE members will meet after today’s combined meeting to discuss the combining of the two meetings. He reminded CITC/CAPCE members that this was a pilot this semester to combine CITC and CAPCE, with the CAPCE chair also attending Executive Committee meetings. McCann suggested that the pilot continue through the fall semester and both bodies could make a decision in January regarding moving forward.

Next Meeting. The next CITC/CAPCE meeting will be January 17, 2014, 1:00-3:00 p.m.

Meeting adjourned at 2:00 p.m.

Respectfully submitted, Donna Smith, CITC/CAPCE recording secretary.