

Program Coordinating Council

January 16, 2008
1:30 - 3:00, BH 106

NOTES

EIEd	Paul Burden
SecEd	Sally Yahnke
EdAdl	Trudy Salsberry
SpecEd	Ann Knackendoffel
FAE	
EdPsy	Steve Benton
SCPS	Steve Benton
C&I	Marjorie Hancock
Unit Subcommittee Chairs	
Conceptual Framework	Trudy Salsberry
Standard 1	Gail Shroyer
Standard 2	Warren White
Standard 3	Sally Yahnke
Standard 4	Kevin Murry
Standard 5	Judy Hughey
Standard 6	Jackie Speers
Technology	Tweed Ross
Asst. Dean, Student Prof Services	Mike Perl
Director, Assessment	Warren White
Licensing Officer	
Assistant Dean for Diversity	David Griffin
Chair, Associate Dean	Jan Wissman
Graduate Student	
Family Studies & Human Services	
Scribe	Laurie Curtis

J. Wissman called the meeting to order at 1:30 pm and shared an NCATE survey with members present. The survey was presented to identify needs we may have as we prepare for our '09 visit. Four questions were asked (see hand-out) and members were asked to consider these questions. It was noted that there needs to be clarification due to the transition during this process regarding the writing of the reports. There is needed clarification regarding whether members are to working from the previous template or if they are to be using the updated "streamlined" version. It was suggested that a deadline be set by NCATE to require the new template to be used and then accurate updates must be provided on their website to support the use of the new template. This lack of continuity is making it difficult for members writing to know if they are writing to required prompts or preparing for questions which may not need to be addressed. In the report writing, members are asked to look at the new guidelines provided on the website- but the new guidelines are not available. It is suggested that the webpage be updated to support the changes during this transition. T. Salsberry suggested that NCATE provide a list of available people who may be willing to provide an outside review.

The notes of the previous meeting were reviewed. On the second page the KSDE report date should be changed to reflect March 1st.

J. Wissman reported that the Advance Team developed a revised spring 2008 schedule for the internal reviews of the KSDE program reports (see yellow sheet). This provides information as to when drafts should be completed and when faculty writers can expect to receive them back for revision. February 4th the third/final draft is to be forwarded to W. White. (J. Wissman noted that the new early childhood program was approved but that program would not be included in the 2008 report submission since it had just recently been approved.

PCC January 16, 2008

J. Wissman shared the CD labels designed by M. Hammel to be used on the reports. Consensus was given on the winter scene. There will be enough copies made to provide all writers to have a copy and one included for the COE files. It was suggested that PDF format be used. Hard copies will also be prepared. On February 22nd the reports will be submitted to KSDE and the status will be determined between March and June.

A comprehensive schedule of the spring 2008 dates for KSDE/NCATE Institutional Reports, PCC, and NCATE web seminars was provided (see green sheet). Members were asked to check dates for deadlines. It was noted that some of the members who are responsible for one standard have been asked to review another standard and that was intentional. J. Stramel, a graduate student with experience in this process, may be asked to provide feedback. B. Burenheide will be asked to review Standard 2 with other faculty. If anyone has any suggestions for others to provide feedback, please let J. Wissman know.

It was noted that it would be helpful to bring other faculty members into these reviews. M. Perl suggested that the faculty could possibly be involved in the third reading of the KSDE Program Report Reviews. That would allow faculty to conceptualize this information. Faculty could also be asked to read the later reviews of the IR in order for all to have an understanding of what is being done. W. White voiced concern with adding another date for faculty review and K. Murry suggested that the faculty review be more informative, rather than editorial. It was noted that many of the secondary faculty are involved in the KSDE program reviews; however, not a large number of elementary education faculty nor graduate faculty. Elementary faculty should be able to use the information. The Advance Team will look at the green schedule to identify additional opportunities for faculty input for both the KSDE program reports and I.R.

T. Salsberry asked for clarification on whether writers are to use the old or new template for I.R. W. White noted that the new template is much shorter. Others noted that entire questions that were included on the original template are not on the streamlined version. Concerns were also voiced about the restriction of number of pages to be included. NCATE has been contacted with these concerns, and answers provided will be shared with members. Any exhibits should be carefully chosen to support the narrative that is included in the report. The April 9th draft should include identification of those exhibits.

It was announced that Friday, February 1st there would be a professional development session on Religion in the Schools at 10:00AM. Information about this session will be sent to faculty in the next few days.

Meeting was adjourned.

Next Meetings:

February 13, 2008

March 12, 2008

April 9, 2008

May 14, 2008